



CUSTOM FOLDER QUOTING BRIEF

This document is used to gather all of your specifications for your custom die cut product, allowing us to provide you with a quote for your printing costs. Please fill out this form and follow the instructions on the last page to receive your quote. There is no obligation to purchase when you complete this form.

QUANTITY

Number of Folders:

DIE CUT



Need inspiration, tips, or a better understanding of the limitations of die cuts?
Visit www.companyfolders.com/die-cuts for our handy guide.

Die Cut Type:

Modify an existing product

SKU of product you want modified:

Create a 100% custom die cut

Die Cut Description

If you are modifying an existing product, describe only your desired changes to the die cut. Please include all measurements, including width of spine, pocket heights, and slit sizes.

DIE CUT



Please visit www.companyfolders.com/die-cuts for tips and additional help in drawing an accurate sketch of your custom folder.

Die Cut Sketch

Please draw a simple, quick sketch of your desired die cut. If you prefer, you can scan an existing sketch, or create an image using another program such as Photoshop, Illustrator, InDesign or Word and attach it to the e-mail you send us.

A large, empty rectangular box with a thin black border, intended for the user to draw a die cut sketch of their custom folder.

Sketch must be of the folder in its flattened and unglued state, similar to how the die cut template would look. Please indicate the size of every panel and die cut, the width of the backbone, and the height and width of pockets.

INKS / IMPRINT METHODS



Need inspiration, tips, or a better understanding of imprint methods?
Visit www.companyfolders.com/imprint-methods for our handy guide.

Side 1 Imprint Method(s):

You can choose more than one if you like

If you selected foil stamping,
what foil color(s) would you like?

If you selected PMS printing,
how many colors would you like?

If you know your PMS reference numbers, you can include them here;
if not, we can get them from your artwork after your order is placed

Side 2 Imprint Method(s):

You can choose more than one if you like

If you selected foil stamping,
what foil color(s) would you like?

If you selected PMS printing,
how many colors would you like?

If you know your PMS reference numbers, you can include them here;
if not, we can get them from your artwork after your order is placed

PAPER STOCK



Need inspiration, tips, or a better understanding of coatings?
Visit www.companyfolders.com/paper-stocks for our handy guide.

Stock Type:

If you don't see the paper stock you want on our site, we can special order a custom stock

COATINGS



Need some inspiration or helpful tips on selecting a coating?

Visit www.companyfolders.com/paper-stock-coatings for our handy guide.

Side 1 Coating Type:

This is the outside cover and the outside of the pockets

Side 2 Coating Type:

This is the inside of the folder, including the inside of the pockets

EXTRAS



Want something special for your folder? We have a wide range of special options and extras.

Visit www.companyfolders.com/cool-extras to see what you can include.

Slit Types and Locations:

Please include the type of slits and a description of their location.

If you are using a custom slit, please write "custom" in this input field

Spine Attachments:

None White Matching Stock

Stitched Brochures:

Yes No

If Yes, What Size:

8 7/8" by 11 7/8" 8 1/2" by 11"

If Yes, Number of Pages:

4 Pages 8 Pages 12 Pages 16 Pages

If Yes, Print Method: (applied to both sides of the paper)

1 PMS Color 2 PMS Colors Four Color Process

EXTRAS (CONTINUED)

Stitched Brochures (Continued):

If Yes, Paper Stock Type:

If Yes, Coatings: (applied to both sides of the paper)

Gloss (Flood Aqueous Coating)

Satin (Flood Aqueous Coating)

Matte (Flood Aqueous Coating)

Bio-Plus UV Coating

Velcro:

None

Black

White

YOUR INFORMATION



Your quote will be sent to your Company Folders account. If you don't have an account, please visit www.companyfolders.com/join to create one.

Email Address:

The one used for your Company Folders account

First Name:

Last Name:

Company Name:

Phone:

Zip Code:

Used to calculate shipping time and costs

Comments:

Please add any special notes or considerations, including your required in hands date

SENDING THE FORM

Email the completed form to info@companyfolders.com
with the subject line "Custom Folder Brief"
or fax it to (248) 883-8880.

After you submit this document to us, you'll receive a quote with pricing within 3 business days. If you require a rush quote, please put "Rush" in the subject line of your e-mail. There is absolutely no obligation to order when you request a quote.

Important Information: We will create your die cut template for free when your order is placed. You can then place your design on the template when preparing it for print. We only guarantee the quality of your product when it is printed using the die cut template we create.