

# ENQUIRY FORM



every label you'll ever need....

**Tel: 01562 823034**

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**Name:** \_\_\_\_\_

**Company:** \_\_\_\_\_

**Tel:** \_\_\_\_\_ **Fax:** \_\_\_\_\_

**email:** \_\_\_\_\_

**Pint Process ( if Known)** Silk screen  Engraved  Roll Labels  Signage  Digital

A brief description of the sign/label

**Size:** \_\_\_\_\_ mm x \_\_\_\_\_ mm

**Radius corners:**

**Internal cut-outs/non uniform shape:**

**Print Colours:** \_\_\_\_\_ If Pantone/RAL/BS please specify)

**Is the label/sign for:** internal  external  application?

**Print Side:** Front Face  Reverse Face

**Is the Label to be viewed through a window?** Yes  No

If you would like us to recommend material and fixings please tick this box  as many specialised materials and adhesives plus alternative fasteners are available.

**Material:** Rigid PVC  Vinyl  Self cling  Aluminium  Fluted Board  Acrylic  Resin Domed

Engraving Laminate  Brass  Stainless steel  polyester  Other \_\_\_\_\_

**Fixing:** Holes  Quantity \_\_\_\_\_ Self adhesive  (Permanent  removable

**Quantities:** \_\_\_\_\_ ( If price breaks are required please indicate with ' / ' )

- Artwork & plates** : Not applicable to repeat orders for duplicates. Responsibility for proofing artwork lies with the customer. If FREE ISSUE artwork is to be supplied to us, either by disc/email or on film, please consult our Artwork Department to obtain a specification for suitable format(s).
- Delivery** : 14/21 working days from order and approval of artwork if applicable for new orders. For repeat orders 10/14 working days.
- Carriage** : Extra at cost. Normal 1<sup>st</sup> class postage or 24 hr. carrier service applies at our discretion unless previously agreed.
- Terms** : Pro-forma invoice (with artwork proof where applicable) for new customers. Thereafter NMA.
- Conditions of Sale** : Exilco Standard Terms and Conditions of Sale apply, which are available on our website. Right of Title remains with Exilco until full payment is received.

## **Exilco Limited**

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