QUIZ 3: Lead Time With Printing

1. Williams College wants to mail 9 x 12 envelope with static insert. There will be approximately 250 addressees in the mail file. Client supplies all materials, no printing.
2. Navy SEAL Foundation wants to mail an appeal letter to their constituents. There will be 10,000 addressees in the mail file. We are printing: 8.5 x 11 letter, 4/4, 70# text, no bleeds; 3.67 x 8.5 reply card, 2/0, 80# cover, no bleeds.
3. C&S Wholesale Grocers wants to mail a 6 x 9 envelope with a letter insert. The piece is a static company report. There will be approximately 5,000 addressees in the mail file. Client will supply all pieces.
4. Overland Summers wants to mail a 4 x 6 piece, no envelope. There will be approximately 500 addressees in the mail file. We will print the piece: 4 x 6, 4/3, 120# Sterling Dull, with bleeds.
5. Springfield Hospital Foundation wants to mail an appeal letter to their constituents. There will be approximately 3,000 addressees in the mail file. No in-home preference. We will print: 8.5 x 11 letter, 4/0, 70# text, no bleeds; 7 x 8.5 reply, 2/1, no bleeds, 70# text.