

interrobang letterpress

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www.interrobangletterpress.com

617.522.4236

custom hand letterpress printing estimate

date:
client:
job description:

specifications:

quantitie(s):

paper stock(s):

ink(s):

plate(s):

client's initials: _____

printer's initials: _____

conditions

- 1. Experimental Work** performed at customer's request, such as sketches, drawings, composition, plates, presswork and materials will be charged for at current rates.
- 2. Sketches, Copy, Dummies** and all preparatory work created or furnished by the printer, will remain his exclusive property.
- 3. Art Work, Type, Plates**, engravings, negatives and other items when supplied by the printer will remain his exclusive property, unless otherwise agreed in writing.
- 4. Alterations:** Proposals are for work according to original specifications. If through customer's error, or change of mind, work must be re-done, such extra work will carry an additional charge, at current rates.
- 5. Standing Type Matter**, plates (including litho plates), and negatives will not be held for more than one year except by special agreement and charge therefor.
- 6. Proofs:** A proof and a correction form will be returned to customer. Corrections, if any, to be made thereon and to be returned signed by the person duly authorized to pass on same. Printer not responsible for errors if work is printed as per customer's O.K.
- 7. Press Proofs:** An extra charge will be made for press proofs, unless the customer is present when the form is made ready on press, so that no press time is lost. Presses standing waiting O.K. of customer will be charged at current rates for the time so consumed.
- 8. Over Runs** and under runs not to exceed 10% of the amount ordered will constitute an acceptable delivery and excess or deficiency will be charged or credited to the customer proportionately.
- 9. Customer's Property:** All customer's property that is stored with the printer is at customer's risk, and the printer is not liable for any loss or damage thereto caused by fire, water leakage, theft negligence, insects rodents or any cause beyond the printers control. It is understood that the gratuitous storage of customer's property is solely for the benefit of the customer.
- 10. Delivery:** Unless otherwise specified the price quoted is for a single shipment. All mailing and pick-up/delivery fees are additional.
- 11. Terms:** A deposit of one half of the estimated cost is required at the outset. Receipt of balance of payment is due upon delivery of job unless prior arrangement has been made. Due to the nature of hand craftsmanship and fluctuating material costs the press reserves the right to charge more than the estimated price. The press will contact the customer before proceeding with any work that will exceed the estimate by more than 10%.
- 12. Delays in Delivery:** All contracts are made contingent upon wars, strikes fires, floods, accidents or other contingencies beyond the printer's control.
- 13. Editing of Copy** will be done only at customer's request and at an additional charge.
- 14. Repairs or Changes** required on materials which are furnished by the customer, including, but not limited to, drawings, engravings, type and negatives will be billed at current rates. Customer is liable for any delay and expense caused by unclear illegible or ambiguous copy.
- 15. Paper Stock** furnished by the customer will be properly packed in good condition and of proper quality for printing requirements. Additional cost due to delays or impaired production on account of improper packing, condition, or quality will be charged to the customer.

These Conditions Are Based On
Practices Used In The Printing Industry
Throughout The United States Of America
For More Than 60 Years