

JOB TICKET

Company: _____

P.O. # _____

Phone: _____

Date in: ____/____/____ am
pm

Contact: _____

Due Date: ____/____/____ am
pm

Quantity: _____ Lots: _____

Flat Size: _____ x _____

Text Stock: _____

Finished Size: _____ x _____

Cover Stock: _____

Sheets: _____

Grain: _____

- Wiro-O Perfect Bind
 Plastic Coil
 GBC
 Velo Bind Color: _____ Size: _____

Count: _____
Operator: _____
Run Time: _____
Manager: _____

- Saddle Score Cutting
 Collate Perforate Round Corner
 Folding Micro-Perf Wafer Seal
 Drill #holes _____ size: _____

Count: _____
Operator: _____
Run Time: _____
Manager: _____

- Laminate Mil: ____/____ Gloss
 Flush Trim Matte
 Edge Seal _____ Super Stick
 Shrink Wrap _____ Add Chip: ____ x ____
 Overs: _____ Samples: _____ Pack to Ship

Count: _____
Operator: _____
Run Time: _____
Manager: _____

Special Instructions

Ship to: _____