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# Estimate Request Book Cover and/or Interior

## client information

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

Publishing Company: \_\_\_\_\_

Date: \_\_\_\_\_

Project: \_\_\_\_\_

Telephone: \_\_\_\_\_ Email: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

**Please provide whatever information you have currently. Please check all that apply.**

### BOOK COVER

Format  Hard cover casewrap with Dust Jacket

Hard cover casewrap only (4 color cover laminated to boards)

Paperback  Paperback with french flaps  E book (front only)

Trim size  5.5 x 8.5  6 x 9  other \_\_\_\_\_

Print Color  4 color process  other \_\_\_\_\_

Bar code  KO Design to provide  Client provides \_\_\_\_\_

### BOOK INTERIOR

Sample text provided as MS Word Document (*required*)

Estimated printed page count \_\_\_\_\_ Word count \_\_\_\_\_

Print Color  4 color process  B/W  black + one color  other \_\_\_\_\_

Photos? How many?  Color \_\_\_\_\_  B/W \_\_\_\_\_

Provided as 300 dpi, CMYK tif (*preferred*)  Originals provided, must be scanned

Illustrations? How many?  Color \_\_\_\_\_  B/W \_\_\_\_\_

Provided as 300 dpi, CMYK tif (*preferred*)  Originals provided, must be scanned

Images grouped in one section  Images scattered throughout book interior

Text includes the following:

Novel format: straight text with chapter openers.

Informational format: with section openers, chapter openers, various levels of headings, etc.

quotes  sidebars  charts  forms/tables  Footnotes  bulleted lists

numbered lists  other \_\_\_\_\_

Index (*KO can recommend indexer*)  Client will be provide index after layout

### SCHEDULE

Job start date: \_\_\_\_\_ Print Date: \_\_\_\_\_