

Service For Life!®

STEP 1: Select Your MAIN NEWSLETTER Paper & Quantities. Newsletter will be 11"x17" folded into 5.5" X 8.5" booklet format. Decide on type of paper, color, price (circle the price relating to the quantity you desire), and exact quantity. Choose ONE below:

	Color	(100-499)	(500-999)	(1000-1999)	(2000-+)	Quantity	Sub Total
<input checked="" type="checkbox"/> 20 lb. Bond:	<input checked="" type="checkbox"/> White, <input type="checkbox"/> Ivory, <input type="checkbox"/> Yellow, <input type="checkbox"/> Blue	.24	.18	.15	.13	164	39.36
<input type="checkbox"/> 60 lb. Bond:	<input type="checkbox"/> White, <input type="checkbox"/> Ivory	.27	.21	.18	.15		

STEP 2: Select The INSERTS You Want To Use With Your Newsletter (NOTE: the Insider's Free Resources and a Cover Letter are strongly recommended for each issue) Choose ALL That Apply:

	1-Sided 8 1/2 x 11 Paper	(100-499)	(500-999)	(1000-1999)	(2000-+)	Quantity	Sub Total
<input type="checkbox"/> Newsletter Cover Letter	<input type="checkbox"/> White	.065	.055	.05	.045		
<input type="checkbox"/> Newsletter Cover Letter	<input type="checkbox"/> Ivory, <input type="checkbox"/> Yellow, <input type="checkbox"/> Blue	.08	.07	.06	.055		
<input type="checkbox"/> Personalize/Mail Merge Cover Letter (provide customer data base electronically)		.08	.08	.08	.08		
<input type="checkbox"/> Insider's Free Resources Page	<input type="checkbox"/> White	.08	.07	.065	.06		
<input type="checkbox"/> Insider's Free Resources Page	<input type="checkbox"/> Ivory, <input type="checkbox"/> Yellow, <input type="checkbox"/> Blue	.09	.08	.07	.065		
<input checked="" type="checkbox"/> Property Highlight Page (B&W)	<input checked="" type="checkbox"/> White	.08	.07	.065	.06	164	13.12
<input type="checkbox"/> Property Highlight Page (B&W)	<input type="checkbox"/> Ivory, <input type="checkbox"/> Yellow, <input type="checkbox"/> Blue	.09	.08	.07	.065		
<input type="checkbox"/> MarketWatch (market activity)	<input type="checkbox"/> White	.08	.07	.065	.06		
<input type="checkbox"/> MarketWatch (market activity)	<input type="checkbox"/> Ivory, <input type="checkbox"/> Yellow, <input type="checkbox"/> Blue	.09	.08	.07	.065		
<input type="checkbox"/> Ult. Service Provider Rolodex	<input type="checkbox"/> White	.08	.07	.065	.06		
<input type="checkbox"/> Ult. Service Provider Rolodex	<input type="checkbox"/> Ivory, <input type="checkbox"/> Yellow, <input type="checkbox"/> Blue	.09	.08	.07	.065		

Additional charges may apply if artwork changes are needed.

Fax me a proof (This may delay your newsletter production time.)

STEP 3: Decide On Your ENVELOPE (Choose ONE).

	(1-249)	(250-499)	(500-999)	(1000-1499)	(1500-1999)	(2000+)	Quantity	Sub Total
<input checked="" type="checkbox"/> Printed Envelopes (price per envelope)	.24	.18	.14	.13	.12	.11	164	39.36
<input type="checkbox"/> Plain White Envelope	.06 each							
<input type="checkbox"/> I'll Use My Own Envelopes								

STEP 4: Decide Whether You'll Do The Mailing Yourself Or Let Us Complete It For You. (Choose ONE)

- Mail The Newsletter For Me (Save Time & Money - GO TO Steps 5 & 6)
- Ship The Printed Materials To Me At My Address Provided Below By The Following Means:
 - UPS Ground
 - 2nd Day Air
 - Overnight Air (FedEx, Etc.)
 - 3-Day

*Shipping Cost is Additional and is based on Package Weight & Zip Code

STEP 5: Addressing, Stuffing & Mailing. Preparing Each Newsletter For Mailing (Choose ONE)

	Quantity	Sub Total
<input type="checkbox"/> *Use Printed Indicia (pre-sorted mailing only) .14 ea		
<input checked="" type="checkbox"/> Use Actual Stamp .15 ea	164	24.60

STEP 6: Postage And Mailing. Select The Type Of Mailing You Would Like.

Must Include Customer Data Base Electronically

	Price (Ea.)	Quantity	Sub Total
<input checked="" type="checkbox"/> First Class Physical Stamp	.44	164	72.16
<input type="checkbox"/> *Pre-Sorted First Class - Printed Indicia (Note: will require envelope printing)	.36 (approximate)		
<input type="checkbox"/> *Pre-Sorted First Class - Physical Stamp	.36 (approximate)		

*500 Name Minimum. Special Postal Rules Apply.

TOTAL PROJECT COST:\$ 188.60

AUTHORIZATION: I hereby authorize West Press to complete the above print job at the price and terms provided above, and in accordance with my credit cardholder agreement.

Credit Card # 7 1164 Exp. 2/14 Authorizing Signature: _____ Date: _____

BILLING ADDRESS: Name: Joanna Horstmeier Company: _____

Street Address: 4560 Austin Knoll Ct City: St. Charles State: MO Zip: 63304

Phone: (636) 970-0185 Fax: () - Email: @

SHIPPING ADDRESS: (If different from Billing) Name: Joanna Horstmeier Company: Selling St. Charles County

Street Address: 7127 Mexico Road City: St. Peters State: MO Zip: 63376

Phone: () - Fax: () - Email: @

Fax, Send, or Email To: West Press • 1663 W. Grant Rd., Tucson, AZ 85745 • Phone 888-637-0337, Fax (520) 624-2715, Email: Newsletters@Westpress.com

or go to www.printmyserviceforlife.com