Hope Publisher
PRINTING · BINDING · PUBLISHING

Glimmer of Hope

Order Form / Invoice

Fill in on screen or print and write by hand. Type in the blue fields, then print or save.

ORDER / INVOICE NO. _____ DATE _____

CUSTOMER / ORGANIZATION _____ CONTACT PERSON _____

PHONE _____ EMAIL _____

ADDRESS _____

JOB DESCRIPTION (TITLE / WHAT WE ARE PRINTING) _____

Description	Qty	Size	Paper	Color / B&W	Finishing	Unit price	Total

NOTES / SPECIAL INSTRUCTIONS

Subtotal	$ _____
Sales tax (if any)	$ _____
TOTAL	$ _____
Deposit received	$ _____
BALANCE DUE	$ _____

DUE / PICKUP DATE _____ RUSH? (YES / NO) _____

PAYMENT METHOD **TBA** PAYABLE TO **TBA**

CUSTOMER SIGNATURE (APPROVES QUOTE AND TERMS) _____ RECEIVED BY (HOPE PUBLISHER) _____

Terms (deposit, minimum order, rush): TBA. Please check your proof before we print. Prices are quoted for print-ready files and are TBA until confirmed. Questions or changes? Contact details: TBA. Thank you for trusting Hope Publisher with your project.