



VSW PRESS PRINT SERVICE

press@vsw.org
585.442.8676

VSW Press is pleased to offer a print-on-demand service for its members.

1. Contact

Name:

Email:

Address:

Mail (added charge)

Free local pickup during Gallery/Bookstore hours (Tuesday-Friday 12-5, Saturday 10-4)

2. Work Order

For 5.5" x 8.5" (or smaller) pamphlets:

of pages

quantity (max 100)

estimate

For 8.5" x 11" (or smaller) pamphlets:

of pages

quantity (max 100)

estimate

Posters and postcards available.
Contact for quote.

Paper:

Mohawk Heavy
(Superfine Ultrawhite 100# text)

Mohawk Medium
(Superfine Ultrawhite 80# text)

Mohawk Light
(Color Copy Bright White 24# text)

Other

Cover stock (if unchecked, we will print your cover on the paper specified above)

Finishing:

Fold

Staple (up to 25 sheets/50 pages)

Trim; trim size:

Additional notes:

Project name:

Please email this completed form and a digital file of your project to press@vsw.org.
Hate forms? So do we – email us your file and we'd be happy to provide a quote.
See reverse for details, discounts, and disclaimers.

File Setup

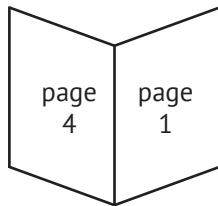
- A packaged inDesign file is greatly preferred.

Paper

- We are open to using other papers for your job, though additional charges may apply.
- You may also supply your own paper. Contact us for a discounted quote.
- All papers offered above are grain short.

Printing

- Pricing estimates are per pamphlet page:



- If your job is entirely black and white, contact us for a discounted quote.

Finishing

- If we are trimming your book, your files must be set up with a bleed of at least 0.125”.
- Trimming services are \$10 for an edition of 30 or less, with an additional charges for larger editions.

Proofs

- We are happy to provide a full proof of your project once we receive your order.
- You will be charged \$5 per proof, though this charge will be waived in your final invoice.

Consultation

- A complimentary consultation (up to 30 minutes) is available by appointment.

Turnaround

- Estimated turnaround time is 2 weeks.

Payment

- The figures above are estimates; once we receive your order, we will contact you with a quote.
- Upon completion of your job, we will provide you with a final invoice and charge you using the credit card on file for your VSW Membership.