



Print quote request

Design requests must be submitted through the LTU **Digital Creative** team first. This form is a request for print only.

If you have any queries in regards to completing this form, please do not hesitate to contact your Account Manager - Leigh Jones on 0406 159 171.

Content details

Client name

Email address

Contact number

Cost Centre

OR

WBS code

Department

☐

Overseas printing

☐

Local printing

Delivery Details

Special Delivery Instructions

Content details

Job Title

Proofs Required

Quantities (maximum of 4)

Flat size (mm)

Finished size (mm)

Orientation

Cover

Pages (no of pp)	GSM	Stock	Colour	Single or Double
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

Text

Pages (no of pp)	GSM	Stock	Colour	Single or Double
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

Finishing

Binding / Finishing	Special Finishes	Cellosheen
<input type="text"/>	<input type="text"/>	<input type="text"/>

Finishing Instructions

Alternatively, please enter the details below for quoting

For any queries, please do not hesitate to contact us at LatrobeUni@ivegroup.com.au

Once completed please click email at the top of this form and email to LatrobeUni@ivegroup.com.au. Please attach artwork if available or any other images or information that may assist us with your quote request. Alternatively if the email function is not working on your browser, you can save a copy to your computer and email, the email function will be available from your saved version.