

The Student Handbook Folder™

Front Cover Artwork: Our prices include preparation of final artwork from your furnished art. Art may be furnished on a disk or by e-mail as an EPS or PDF file. Also files may be uploaded on our website at www.schoolfolderfactory.com. If using kids art, please provide a black & white and a colored version. A sketch can be sent and our art department will clean it up.

Text: We accept text by e-mail in a word file. Languages other than English or Spanish must be provided print ready as a PDF file. **Spanish** will be formatted from your text file. Indicate text position by labeling it inside above flaps, on flaps and on back cover. It is not necessary to try to fit your copy on the folder...that's our job!

- ✓ **REPEAT ORDERS:** When reordering the Student Handbook Folder, the changes can be submitted by either of three methods – (1) by submitting a copy of the last folder with changes indicated, (2) by correcting the previous folder's text file in your computer and submitting the revised file on disk (with accompanying print out) or (3) E-mail your word file to us. However, it is always helpful to indicate where the changes were made.
- ✓ **BACK COVER:** The back cover receives a great deal of day to day exposure. Consider this for items that the student would need more frequently, such as bell schedules, maps or advertisements. If a campus map is to be used, please be sure art is clean and text is legible.
- ✓ **PROOF READING:** Proofs will be sent via e-mail for your approval. Please review carefully all spelling, placement of text and art issues. Once the entire proof has been checked, you will need to e-mail approval. Additional proofs may incur additional charges.

SHIPPING: For shipping charges to your state please visit our website at www.schoolfolderfactory.com. Shipping charges are available on our Quick Quote features.

LAMINATION BENEFITS: Laminating your folders will add to the life of the folder by adding durability. The lamination may lessen tears and creases also. Lamination also helps protect against fingerprints and dirt. (* No extra charge for Lamination)

If you have any questions about ordering the Student Handbook Folder, contact: Edgewood Press, Inc., (800) 533-1236 • website: www.SchoolFolderFactory.com • e-mail: orders@SchoolFolderFactory.com

ONE COLOR

QTY.	LOT PRICE	UNIT PRICE
* 250	495.00	1.980
* 500	655.00	1.310
* 600	695.00	1.158
* 700	745.00	1.065
* 800	795.00	0.994
* 900	840.00	0.934
* 1,000	895.00	0.895
1,100	910.00	0.828
1,200	950.00	0.792
1,300	995.00	0.766
1,400	1,035.00	0.740
1,500	1,075.00	0.717
2,000	1,255.00	0.628

Larger quantities call for pricing

TWO COLORS

QTY.	LOT PRICE	UNIT PRICE
* 250	595.00	2.380
* 500	765.00	1.530
* 600	815.00	1.359
* 700	865.00	1.236
* 800	915.00	1.144
* 900	965.00	1.072
* 1,000	995.00	0.995
1,100	1,045.00	0.950
1,200	1,095.00	0.913
1,300	1,145.00	0.881
1,400	1,195.00	0.854
1,500	1,245.00	0.830
2,000	1,445.00	0.723

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FULL COLOR

QTY.	LOT PRICE	UNIT PRICE
* 250	595.00	2.380
* 500	765.00	1.530
* 600	815.00	1.359
* 700	865.00	1.236
* 800	915.00	1.144
* 900	965.00	1.072
* 1,000	995.00	0.995
1,100	1,045.00	0.950
1,200	1,095.00	0.913
1,300	1,145.00	0.881
1,400	1,195.00	0.854
1,500	1,245.00	0.830
2,000	1,445.00	0.723

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FILM LAMINATION: FREE GLOSS FILM LAMINATION FOR THE FIRST 1000 FOLDERS THEN JUST ADD .12 PER FOLDER AFTER 1000.

The prices above are for the complete production of the Student Handbook Folder. The only costs not included in these prices are applicable sales tax and/or shipping.

SHIPPING CHARGES ARE AVAILABLE ON OUR WEBSITE. PLEASE USE QUICK QUOTE FEATURE TO GET SHIPPING PRICES.



INK COLOR CHART

AVAILABLE STANDARD INK COLORS

BLACK	MEDIUM BLUE	DARK BLUE	ORANGE	MEDIUM RED	DARK RED	PURPLE	BLUE-PURPLE
MAROON	TEAL	MUSTARD	MEDIUM GREEN	DARK GREEN	YELLOW	GOLD	SILVER