

LAKESHORE

LOOSELEAF CORPORATION

P O BOX 219
 STEVENSVILLE MI 49127
 269/429-6200 - 269/429-3924

INDEX TAB ORDER

Rev. 2-3-2003

SHIP DATE REQUIRED REQUESTED

PROOF REQ'D FAX DIE CUT PAPER
 MAIL PRESS MYLAR

STANDARD INDEX TABS
 SHEET SIZE 11" X 8 1/2" + 1/2" INDEX 1/2" SHOULDER

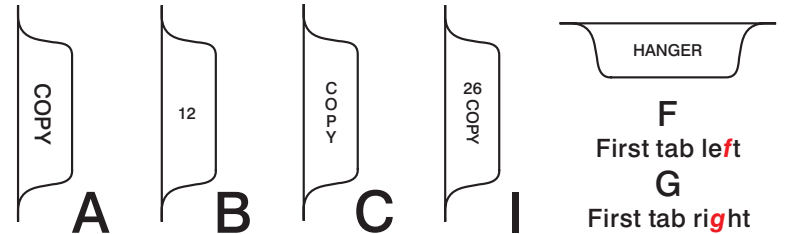
STANDARD STOCK 90 lb. INDEX WHITE IVORY

(3) 5/16" HOLES 4 1/4" CTR TO CTR W/REINFORCING

BLACK INK STANDARD CUT NO BODY COPY

TAB COPY NONE ONE SIDE TWO SIDES

TAB STYLE STANDARD REVERSE



SPECIAL INDEX TABS FINISH ONLY

SHEET SIZE x + INDEX SHOULDER

TAB STYLE STANDARD REVERSE

BODY COPY NONE ONE SIDE TWO SIDES

INK COLOR

TAB COPY NONE ONE SIDE TWO SIDES

STOCK/WEIGHT

COLOR

DRILL HOLES REINFORCING

MYLAR CLEAR COLORED NONE

COLLATING YES NO

BANDING YES NO

SHRINK WRAP YES NO

POLY BAG YES NO

ARRANGEMENT

BANKS OF

BANKS OF

BANKS OF

BANKS OF

BANKS OF

BANKS OF

BANKS OF

BANKS OF

SPECIAL INSTRUCTIONS

VENDOR

FOB

LIST PRICE

TOTAL COST

COMMISSION %

TOTAL SALE

ORDER	DATE	NAME
		PHONE x
		FAX
		P O #

SOLD TO:

SHIP TO:

FOB	VIA		
PREPAID	CHG INV-YES	CHG INV-NO	COLLECT

ADDITIONAL SHIPPING INFO

SHIP WITH ORDER #

QUANTITY ORDERED	SETS of	TOTAL
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DESCRIPTION

CHANGES

REPEAT OF ORDER # EXACT W/CHANGE

ACCOUNT REPRESENTATIVE PRICE

	REQ'D	FURN	ON HAND	AMOUNT
PROOF				
TYPESETTING				
ARTWORK				
PLATES				
STAMPING DIES				
PRESS WASHUP				

