



2nd Floor, Unit R, R and E Bldg.  
 Manuela Avenue corner Ilang-ilang St.  
 Manuela Subd. I, Pamplona III  
 Las Pinas City 1700  
 Manila, Philippines

Client:  
 Date:  
 Book Title:

### Book Cover Quote: trade paperback

<b>Includes</b>	A full-color book cover at the size of your choice Front cover, spine and back cover All rights to your final book cover design All files in high-resolution digital format Low-resolution JPG files of front cover for email and Internet DVD and color proof shipped to your printer DVD shipped to you for your records and safekeeping
<b>Services</b>	2 – 3 rough sketches to start design process Finalizing front cover design, adding spine and back cover
<b>You provide</b>	All text in digital format (MS Word, WordPerfect, etc.) Any images in digital format (300 dpi, CMYK or grayscale, TIF file) Name and contact information of your printer (to obtain specs)

Service	Est. Time	Cost/Hr	Total	Expenses	
Phone Calls and Emails	—	—	—	Color proofs	—
Concept Develop & Design	—	—	—	DVDs (2)	—
File Organization & Admin	—	—	—	FedEx or UPS	—
Layout Back Cover & Spine	—	—	—	5% sales tax	—
Obtaining Proofs	—	—	—	<b>TOTAL ESTIMATE</b>	<b>\$ _____</b>
Corrections	—	—	—	<b>Possible</b>	Scans, grayscale
Pre-Press Approvals	—	—	—	<b>Extras</b>	Scans, color
Packaging for Printer	—	—	—		Images, cost to be approved by you prior to use in final design
<b>Estimated Fees</b>			<b>\$ _____</b>		

**Please note:** Prices are in US dollars. Billing will reflect the actual costs incurred.  
 This quote is valid for 30 days. Client requested changes during production will be quoted on additionally.  
 The client will be notified of any price changes before they are incurred. If the project is canceled at any time,  
 the client will be billed for fees and expenses incurred up to that time.

**To begin:** Please sign and date your approval of this quote, and fax to (632) 846-3510. We will then sign  
 a simple contract, schedule your project, and arrange payment of your 50% deposit to begin work.

**Client Approval:** \_\_\_\_\_ **Date:** \_\_\_\_\_