

# Ordering Information

<b>Order's Email:</b>	orders@quickpoint.com
<b>Please Note:</b>	- All unit costs are on a [c] - All other charges are on a [g]
<b>Set-ups:</b>	\$45.00 per color per location. Repeat Set-ups: \$20.00 per color per location
<b>Run Charges:</b>	<b>Pad printed items:</b> \$.25 each per additional color per location <b>Screen printed items:</b> \$.40 each per additional color per location
<b>Third Party Shipping:</b>	\$5.00
<b>Drop Shipments:</b>	\$15.00 per additional address
<b>Special Packaging:</b>	Prices may vary per item. Please contact customer service
<b>Next Day Rush add an additional \$.25[g] per item:</b>	- Quickpoint distributors with approved credit. - Limited to 1,000 pieces, one standard color & one location imprint with stock availability. - Orders received by 11:00 AM CST will ship by the end of the next business day.
<b>Change of Imprint &amp; Change of Imprint Color:</b>	For each change of imprint, add \$45.00 per color. For each color change, add \$20.00. The absolute minimum for either change is half the minimum quantity.
<b>Four Color Process:</b>	<b>White Pad Printed Items — Set-up:</b> \$180.00 per location. <b>Exact Reorder:</b> \$60.00 per location. <b>Running Charge:</b> \$.60 each per location. <b>Pre-Production Proof is Required:</b> \$180.00 per location. <b>Paper Printed Items — Set-up:</b> \$90.00 per location. <b>Exact Reorder:</b> \$30.00 per location. <b>Running Charge:</b> \$.30 each per location.
<b>PMS Ink Match:</b>	\$40.00 per color.
<b>Large Quantity Orders:</b>	Quickpoint requires a Pre-Production Proof on large quantity orders. Please allow additional production time.
<b>Less Than Minimum:</b>	\$55.00. The absolute minimum is half the minimum quantity. We require full case quantities with mugs.
<b>Pre-Production Proof /Spec Sample:</b>	\$90.00 each. <b>Four Color Process:</b> \$180.00 per location.
<b>Over &amp; Under Runs:</b>	Quickpoint reserves the right to over ship or under ship any order up to 5% of the quantity specified on the order. Every effort will be made to prevent under shipping on orders. To ship exact quantity specified on order (No over or under runs) \$15.00.
<b>Cancellation Charge:</b>	\$50.00 plus parts and labor.

**Due to the capacity of art we work with, we are only able to hold art for 2 years from the date original order is sent.**

**Please contact us within 60 days of invoicing with any concerns you have regarding your order.**