

## ANNUAL/INTERIM REPORT ESTIMATE REQUEST FORM

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*Please complete the following details and e-mail to Pinnacle*

Annual Report  Interim Report

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Company:

Contact name:

Telephone:

E-mail address:

Print quantity:

Mailing quantity (*approx*):

Binding: Perfect  Saddlestitch  Other  (*please specify*)

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Pinnacle will contact you about your estimate based on your company's latest Annual/Interim Report.

### **What Pinnacle will do:**

Supply price for design, typesetting and printing.

The price will allow for:

- \* Design and 2 sets of colour visuals for presentation
- \* Typesetting and proofreading from files or disk supplied, including 3 author's revisions
- \* PDF proofs plus hard copies if required
- \* Printing and finishing as specified in our estimate
- \* Mailing of one item into our envelope and attaching supplied address labels (*postage charged extra*)
- \* Balance of delivery to one address

We look forward to hearing from you.

E-mail: [info@pinnaclegd.co.uk](mailto:info@pinnaclegd.co.uk)