

To:	Hook Parish Council	From:	
Attention:	Accounts Department	Date:	25/01/2024
Fax no:		Quote ref:	50,589 / LC

Subject: Thank you for your enquiry, please accept the following estimate to meet your requirements

Title: Annual Report 2023-2024

Size/spec: A4, 12pp

Origination: pdf

Proof: Digital

Printing: 4 colour throughout

Materials: 160gsm Advocate Extreme White

Finishing: Trim, fold, stitch & pack

Quantity	Price £
4,200	£1,395.00

Delivery: To Hook

Comments: Artwork changes charged at £45/hour

Terms: Subject to sight of artwork. All prices exclude vat (where applicable) and are valid for 30 days. These prices are subject to us receiving your PDF file in the correct format. Our rate for intervening to adjust incorrectly supplied files is £45 per hour. All orders are placed subject to our terms & conditions, available on request.

I trust our estimate meets with your approval, and look forward to receiving your instructions in due course. If I can be of any further assistance, please do not hesitate to contact me.

Assuring you of our best attention at all times.