



Catalog: Spring Sale 2018 (April-May)

Version: Regular Conservative

Order Date: \_\_\_\_\_
Authorized By: \_\_\_\_\_
Store #: \_\_\_\_\_
Store Name: \_\_\_\_\_
Address: \_\_\_\_\_

Table with 2 columns: Prices and Deadlines & Dates. Prices include Catalog Price (\$0.09), Tabbing Fee (\$0.05), Postage (\$0.315), Mailing Fee (\$0.09), Bulk Order Fee (\$14.95), and ECatalog (\$50.00). Deadlines include Orders Due (02/16/18), Mailing Lists Due (02/16/18), Imprint Changes (02/16/18), Postage Due (03/13/18), Bulk Week Start (03/19/18), In Home Start (04/02/18), Catalog End (05/13/18), Coupon 1 (4/02 to 4/22/18), and Coupon 2 (4/23 to 5/13/18).

TOTAL Catalog Quantity: \_\_\_\_\_
(minimum 500; increments of 100 after minimum)

Munce Mailing Quantity: \_\_\_\_\_
Mailing List: New / Existing From: \_\_\_\_\_ Munce to pull list from Bookstore Manager / Rental

Bulk Shipment Quantity: \_\_\_\_\_
Have Mailing Permit: Yes / No Permit #: \_\_\_\_\_ Tabbed: Yes / No
\*\*All or part of my bulk catalogs will be mailed locally. Format my imprint for mailing: Yes / No

Qty (Bulk Ship Only) Ship To Name, Address, City, State, Zip
\_\_\_\_\_
\_\_\_\_\_

E-Catalog ordered: Yes / No (If yes, fee applies) E-Catalog coupons: Yes / No Link to Signature Site: Yes / No

- Coupons: Select from available coupons below or write "Custom" (Custom fee may apply)
A 20% off any one non-sale item
B 40% off any one non-sale item
C \$5 off purchase of \$25 or more; \$10 off purchase of \$50 or more (non-sale items)
D \$5 gift card when you purchase \$25 or more; \$10 gift card when you purchase \$50 or more
G 30% off any one non-sale item
H 25% off any one non-sale item

Custom coupon details: \_\_\_\_\_

Imprint changes: \_\_\_\_\_

Additional Notes: \_\_\_\_\_

2nd Quarter Promotion:
Buy Spring Sale (Apr/May) catalogs get 500 free Summer Sale (May/June) catalog
OR
Get 1/2 off postage on first 500 mailed of Summer Sale (May/June) catalogs

200 west bay drive, largo, fl 33770 | p 727.596.7625 | f 855.815.9277 | munce.com

Office Use: Departments Notified:
Rep \_\_\_\_\_ Reviewed \_\_\_\_\_ Proofed \_\_\_\_\_ SS \_\_\_\_\_ Imprints \_\_\_\_\_ Billing \_\_\_\_\_ Printer \_\_\_\_\_