## **Request For Proposal**

To: Staples Copy & Print

From: Thompson Truong

## **General Information**

Project Title: City College of Technology Portfolio Invites

Date: February 17, 2014

Description: 2 sided postcard.

Deadlines-Proof: February 22, 2014

Final: February 24, 2014

## **Specifications**

Quantity: 100

Finished size: 5.5x6in

Ink: 4 Color Process

Materials Provided: PDF

Paper: Card Stock

## **Packing & Shipping**

USPS First Class Shipping

Send to: City College Of Technology

300 Jay Street Brooklyn NY 11201