

LETTERHEAD

PRODUCT SPECIFICATION

Type / Size (mm)	Paper Type	Print Side	Print Colour (Front + Back)	Packing	Quantity (pcs)	Process Days (excluding order day & receive day)
A4 (210mm x 297mm)	Simili Paper - 70gsm* - 80gsm - 100gsm	1 side 2 sides*	- 1C + 0* - 2C + 0* - 4C + 0 - 4C + 4C**	- Loose - Pad* (100 pcs per pad, only available for padding TOP)	10* 350* 20* 400* 30* 450* 40* 500 50* 600 60* 700 70* 800 80* 900 90* 1,000 100* 1,100 150* 1,200 200* 1,300 250* 1,400 300* 1,500 *Custom	Same day ship out * For Simili Paper 80gsm & 100gsm, loose packing with qty 500pcs and below Cut Off Time : 3pm
	Conqueror Paper 100gsm* - Brilliant White Laid - Diamond White Laid - White Wove - Cream Laid - Vellum Laid * Not Available for quantity below 500pcs	*Only available for Simili Paper 80gsm & 100gsm with qty 500pcs and below	*Not Available for quantity below 500pcs **Only available for Simili Paper 80gsm & 100gsm with qty 500pcs and below	* Not Available for quantity below 500pcs	*Custom qty refer to: Min qty: 500 Max qty: 200,000 Increment qty: 100 *Only Available for Simili 80gsm & 100gsm.	3 days (for loose) 4 days (for pad) Cut Off Time : 6pm

Remarks : 1. To calculate your delivery days, please refer to **Delivery Schedule** at our website.
 2. For full details of how to prepare your artwork, please refer to our **Artwork Specs**.