

Diocese of Brooklyn

Academy Starter Package



Hello. My name is Harry Kamna. My company, Citiforms, has been asked by Suselle Serra of the Diocese of Brooklyn to put together a starter package of items that you may need.

First I want to congratulate you on your change over from Catholic School to Catholic Academy. This transition period will be a very busy time for everyone. Changing the name will require many new items, a well planned and executed school identity change is a must.

From letterheads and envelopes, business cards and brochures, your school's written communication both internally and externally is very important to attract new students. Print an outdoor banner to display in front of your school not only will make your students proud, it will communicate to passersby that your school is active and doing well, there by increasing your chances of reaching new families.

Below is the package that we have put together to get you started.

- The Starter Package consists of
- 1 - 6 Foot Table Banner
 - 1 - 4 X 8 Foot Outdoor Vinyl Banner
 - 1,000 8 1/2 X 11 Inch Letterheads And #10 Business Envelopes
 - 1 Lot Of Business Cards Of 1,000
 - 500 9 X 12 Inch Presentation Folders
 - 500 School Auto Magnets

Cost for the Above **\$2565.00**

* Mention our Ad in the 2015 Diocese Blue Book and receive a 1 time discount of 20% **\$ 515.00**

Total Cost **\$2050.00**

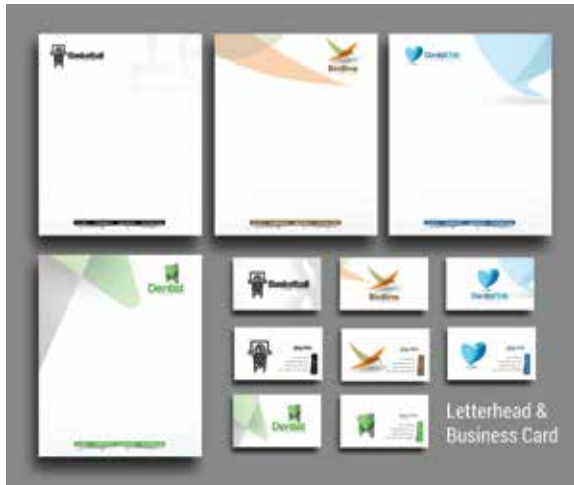
* Art work and shipping costs are additional

Need more or less of any of these items or need something not listed, please give us a call at **212-334-9671** or email us at **citiforms1@aol.com** and we will work up a custom quote for you.

LETTERHEADS & ENVELOPES

Package consists of 1000 Letterheads and #10 Envelopes printing in 2 PMS ink colors on any of the stocks listed below

Classic Crest Solar White 24 lb.
Classic Crest Natural White 24 lb.
Classic Linen Solar White 24 lb.
Classic Linen Natural White 24 lb.
Strathmore Writing Ultimate White Wove 24 lb.
Strathmore Writing Natural White Wove 24 lb.



BUSINESS CARDS

Consists of 1000 2 x 3 1/2 Business Cards printed 2 sides / 4 color process on any stocks listed below

14 pt White Coated 2 sides
14 pt White Uncoated
110 lb Classic Crest White



PRESENTATION FOLDERS

500 9 X 12 Presentation Folders
With 2 - 4 Inch Inside Pockets With Business Card Slits
Folder Is Printed 4 Color Process One Side Including Pockets
On Any of the below stocks

12 pt Coated 1 Side Cover Stock
14 pt Coated 1 Side Cover Stock
100 lb Smooth White Cover
80 lb Bright White Cover



VINYL BANNER

1- Banner is 4 foot x 8 foot printed in 4 color process on white 13 oz vinyl.
Banner includes grommets and is hemmed.

TABLE COVER

1 - Cover is a perfect fit for a 6 foot table and will cover all sides. Printed 4 color on white Polyester Poplin Material



MAGNETS

500 Magnet Car Signs

Be Proud of the School Your Child is attending. Let people know by displaying these 4 Color Car Magnets.
Great Fundraiser. Available in Different Shapes



5 3/4" X 3 3/4"
Oval



3" X 12"
Rectangle



5 3/4" Circle



5 3/4" X 7 1/8"
Rectangle



ABOUT CITIFORMS

Citiforms, established in 1986, located in Midtown Manhattan, is a full service printing company whose number one priority is to provide you with efficient, effective and affordable business solutions. Along with the items listed in our package, Citiforms can help your school with all types of printing and promotional items.

Postcard, Brochures, Booklets, all sizes of Envelopes, Labels and more.

Promotional items include Printed Drawstring Bags, Tote Bags, Water Bottles, Gym Tee Shirts and Shorts, Hats, Pencils, Pens, Rulers. All these printed with Your School Logo. All size Indoor and Outdoor Banners.

Our Web Site lists hundreds of items www.citiformsinc.com to fit your needs.

