

# GRESHAM BOOKS

## REQUEST FOR AN ESTIMATE FOR A NEW BESPOKE HYMN BOOK

**Project number:**

School name:

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School address:

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Name of project leader:

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Position:

Email:

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Telephone:

Fax:

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Preferred method of contact (please delete as appropriate):

Email/Telephone/Post/Fax

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Name of 2<sup>nd</sup> contact:

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Position:

Email:

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Telephone:

Fax:

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Preferred method of contact (please delete as appropriate):

Email/Telephone/Post/Fax

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Invoices to be sent for the attention of:

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Invoice address (if different):

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Any additional requirements:

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Available budget:

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*If you have a restricted budget it would help us to know, so that we can advise you of the best we can do for the money you have available. Please leave blank if you prefer, or ring us on 01580 767596 if you wish to discuss anything over the phone.*

**All this information will be used to give you as accurate an estimate as we can at this stage. Please be advised that any changes to the details recorded here will result in a revised estimate being supplied. A revised estimate will also be provided, if needed, on receipt of all required material (see Checklist - Gresham Doc 6).**

**Thank you for taking the time to complete this form. We will be in touch soon.**