WORKING TOGETHER TO MEET YOUR DEADLINES

The more time you can give us when you have it, the better we can respond when you don't.

Tell us when you actually need your job completed, allowing as much time as you can.

This helps us accommodate urgent projects and often complete work ahead of schedule.

HAVE A FIRM DEADLINE? PRESCHEDULE IT.

Preferred: Place your quoted order at members.wtprints.com. Enter your requested completion date; include **PRESCHEDULE** and your expected artwork-ready date in Additional Instructions.

Alternatively: Email orders@wtprints.com with your estimate number, requested completion date and expected artwork-ready date.

IMPORTANT WHEN PLANNING YOUR JOB

Standard turnaround times are planning guidelines, not guaranteed production availability. Actual completion dates depend on our production schedule when your order is received.

STANDARD TURNAROUND TIMES

Plan for the longer end of each range. Turnaround starts with final proof approval.

PRODUCTION TYPE / FINISHING	BUSINESS DAYS FROM APPROVAL TO COMPLETION*
Flat press sheets	**3–5**
Print and trim	**4–6**
Print, trim and fold	**5–7**
Print, fold, gather, stitch and trim	**6–8**
Digital stitched books	**3–5**
Digital perfect-bound books	**4–6**
Additional or outside finishing Die cutting, fold/glue, larger perfect-bound runs, etc.	**10–12+**
Jobs requiring extended production time Additional press, bindery or special processing requirements	**SCHEDULING REVIEW**

Completion is ready for shipment or Will Call, NOT delivery. Allow extra time for carrier transit.

* Business days: Monday–Friday, excluding holidays.