



McAneny Brothers, Inc.
470 Industrial Park Road
Ebensburg, PA 15931
800.562.4979

Menu Creation Form

Submission Date _____

Please complete and return to your Sales Rep and email to kbaumgardner@mcaneny.biz

Store Name _____ Customer Number _____

Store Address _____

Person of Contact _____

Contact Email _____ Contact Phone Number _____

Please select which category applies to your menu.

Circle One:

Create New Menu

Redesign Existing McAneny
Designed Menu

Modify Existing McAneny
Designed Menu

If you selected: **Create New Menu**

Will the menu be: Bi-fold Tri-fold One Page; One Sided One Page; Two Sided

Do you have a specific color scheme? Yes No

If yes, What colors? _____

What is the store's address? _____

What are the store's hours? _____

What is the store's Phone Number? _____

- Please attach an artfile of the store's logo or specific photos of your items, if any, that you would like included in the menu. (High quality jpg, pdf, ai, eps, or psd files only. No pictures of signage please)
- Please list all menu items on the attached form, or include a word document with all menu items.
- If you have a specific order you would like menu sections displayed in, please briefly fill out a layout form. Only section titles are required on the layout form.

If you selected: **Redesign Existing McAneny Designed Menu**

Do you have an updated logo? Yes No

Do you have a new color scheme? Yes No

If yes, What colors? _____

What specifics would you like to see changed from your existing menu? _____

- Please attach an artfile of the store's logo or specific photos of your items, if any, that you would like included in the menu. (High quality jpg, pdf, ai, eps, or psd files only. No pictures of signage please)
- Please list all updated menu items on the attached form, or include a word document with all updated menu items.
- If you have a specific order you would like menu sections displayed in, please briefly fill out a layout form. Only section titles are required on the layout form.

If you selected: **Modify Existing McAneny Designed Menu**

Do you have pricing updates? Yes No

Are you adding menu items? Yes No

If yes, how many? _____

Are you deleting menu items? Yes No

If yes, how many? _____

- Please attach any specific photos of your items that you would like included in the menu. (High quality jpg, pdf, ai, eps, or psd files only. No pictures of signage please)
- Please list all updated menu items on the attached form, or include a word document with all updated menu items.
- Please include a current copy of your menu with areas and items needing changed highlighted.

Printing Fees

- The first 100 copies of a menu are printed at no cost to the store. After the first 100 copies, all 2 sided copies will cost 25¢ each, and all 1 sided copies will cost 15¢ each.

Attached Forms

- Layout Forms are attached to this document. These are only needed if you wish to specify where you would like each section of the menu to be listed.
- A Menu Item Form is also attached to this document. If you do not have an electronic copy of your menu (such as a Word document or Excel sheet), please fill out this form.

*Menu creation, redesign, or modification can take up to 2-4 weeks depending on time of year and workload of the marketing department. The marketing department may contact you with questions or concerns about the design or modification of your menu. Timely responses will help to ensure menus get done promptly. Appropriate section of the form **must** be filled out in it's entirety.*

The image shows a large rectangular frame divided into three horizontal sections by two horizontal lines. The top section is the smallest, the middle section is the largest, and the bottom section is the same size as the top section. This layout is typical for a tri-fold brochure where the top panel is the front cover, the middle panel is the main content area, and the bottom panel is the back cover or contact information.







