

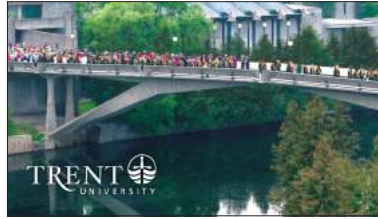
Business Card and/or Letterhead Request Form

t: 705.748.1403 f: 705.748.1655 e: printshop@trentu.ca

web: trentu.ca/print-post

Business Cards and Letterhead will conform to new identity standards. All prices include taxes and design charges. Prices shown below are subject to change. *Business cards are now offered with a choice of background. Please choose one for your order.*

Peterborough Campus:



Check box to indicate choice

Classic Back

Convocation

Dancer

River View

Kayak on River

Winter View

Durham Campus:



Check box to indicate choice

Classic Durham Back

Building Picture

Business Card		Letterhead	
Qty	Price	Qty	Price
<input type="checkbox"/> 200	\$65	<input type="checkbox"/> 500	\$145
<input type="checkbox"/> 500	\$100	<input type="checkbox"/> 1000	\$180
		<input type="checkbox"/> 2000	\$275
		<input type="checkbox"/> 1000	\$100
		<input type="checkbox"/> blank	

Please fill out form below for each business card or letterhead, indicate quantity required and return form to Print Shop (BH 136.1) by email, internal mail or fax 705.748.1655. Fill out all lines below for business cards and bolded lines for letterhead requests. A proof of order will be emailed to you for review and approval. Once reviewed, you will need to email approval to the printshop at printshop@trentu.ca.

ACCT #: _____ DATE: _____ SIGNED: _____

Name: _____

Degree(s): _____

Title: _____

Dept: _____

Telephone: _____ Fax: _____

Email: _____ Web: _____