



Pre-Printed Items Order Form

Date: _____

UW-Whitewater Items are in Purple Ink, are non-specific and can be used by any Department.

	<u>Quantity</u>	<u>Item</u>	<u>Price</u>	<u>Extended Price</u>
Envelopes:	_____	#10 Regular Business Size	\$22.00 /box 500	_____
	_____	#10 with Bulk Mail Stamp	\$22.00 /box 500	_____
	_____	#10 Window Envelope	\$23.00/box 500	_____
	_____	#9 Business Reply	\$21.00/box 500	_____
Letterhead:	_____	UW-W bond Letterhead	\$27.00 /ream	_____
Other:	_____	Note Cards w/ Envelopes	\$24.00 /pkg 25	_____
	_____	Memo Pads (50 sheets, 8.5x11")	\$1.95/each	_____
	_____	Pocket Folder	\$2.50 /each	_____
	_____	Sticker Name Tags	\$6.25 /roll-100	_____

Testing Supplies:

_____ Scantron X-5 Answer Sheets \$24.50 /pkg 500 _____

Subtotal: _____

Choose: _____ Pick-up or _____ Ship to Office (No Charge)
Please give bldg. name and room number _____

Total: _____

Please provide information below and scan signed order to Print Services at printservices@uww.edu or send to Moraine 24.

Department / Program: _____ Building / Room: _____

Name: _____ Phone: _____

Authorized Signature: _____ Org Code: _____ - _____ - _____