



WESTERN WASHINGTON UNIVERSITY
 HUXLEY COLLEGE OF THE ENVIRONMENT
MAP LIBRARY

PRINTING FORM & RECEIPT

IMPORTANT!!!

Name : _____
 Student # : _____
 Phone # : _____
 Email : _____
 Class/Instructor: _____
 Today's Date: _____

How you would like us to contact you when your job is done?



Item(s) to be Printed: _____

Price

\$1.50/sqft WWU Patrons
 \$2.50/sqft Outside Patrons

Only Checks Accepted

make out to the Huxley Map Library

I Understand and approve

- Proof of Print Layout
- Read the Policies for Printing
- Print Job(s) takes
2 Business Days

(INITIALS REQUIRED)

SIZE OF PRINT

Height : _____

Length : _____

B/W OR COLOR

BLACK/WHITE

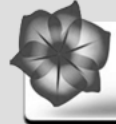
COLOR

(PLEASE CIRCLE)

SOFTWARE



Photoshop



Illustrator



Powerpoint

(PLEASE CIRCLE)

PAPER TYPE

Lightweight

Heavyweight

Semigloss

(PLEASE CIRCLE)

TOTAL PROJECT COST: \$ _____
 (CHECKS ONLY!!!! Please make checks payable to Huxley Map Library)

JV BUDGET CHARGES:.....

Budget Type (Please Circle One): **Grant, Foundation, or Operating**

FAST Index Code: _____ Budget Authority: _____

(Name)

(Signature Required)

Date/Time job completed: _____ Date/Time of pick-up: _____

Staff Initials: _____ Patron Signature (at pick-up): _____