



Job Number

Routed to:

Fill the Above Invoice/Order Form to the best of your knowledge, noting that some fields will be completed by your Project Specialist.

CUSTOMER INFORMATION

Date of Order _____ Date Job Needed _____ Location _____ Loc. # _____
Please do not write **ASAP** or **RUSH** - Normal turn around time is 7-10 working days.

Contact Name _____ Phone/Cell _____ Email _____

Delivery of Job: Delivery Please Call for Pickup _____

ETHNIC STUDIES MATERIAL

Material _____ (PDF FILE) # OF PAGES 1 CLASS=30 # OF CLASS

For printing purposes, please combine all needed printed material(s) into a single pdf.

FINISHING AND BINDERY SPECIFICATIONS



- Three Hole Punch
- Binder (check only if binders needed, will be sized according to product)



SPECIAL INSTRUCTIONS

GES USE ONLY

JOB COMPLETED BY

DATE