



Job Number

This form must be filled out completely. Please print clearly.

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

Contact Name _____ Cell/Phone _____ Email _____

*Req. No. _____ P.O. No. _____ Date P.O. Rec'd _____ P.O. Am't \$ _____
*Our vendor number is 12878. Internal Orders (Lawson) must be marked "X" on item type and "IO" on buyer for requisition to be processed.

Other method of payment: Activities Fund PO AF Check Check Other _____ Non-APS

Delivery of Finished Job: Please send through interoffice mail Please call for pickup **GP&DS Quote**

Common Core State Standard Manuals

Manual A English Language Arts & Literacy	<input type="checkbox"/> 3 Hole Drilled ----- \$2.13 x _____ = \$ _____
	<input type="checkbox"/> Coil Bound----- \$2.28 x _____ = \$ _____
	<input type="checkbox"/> Coil Bound with Clear Covers ----- \$2.78 x _____ = \$ _____
Manual B Mathematics	<input type="checkbox"/> 3 Hole Drilled ----- \$2.98 x _____ = \$ _____
	<input type="checkbox"/> Coil Bound----- \$3.13 x _____ = \$ _____
	<input type="checkbox"/> Coil Bound with Clear Covers ----- \$3.63 x _____ = \$ _____
Manual C English Language Arts & Literacy (Appendix)	<input type="checkbox"/> 3 Hole Drilled ----- \$8.88 x _____ = \$ _____
	<input type="checkbox"/> Coil Bound----- \$9.73 x _____ = \$ _____
	<input type="checkbox"/> Coil Bound with Clear Covers -- \$10.23 x _____ = \$ _____
Manual D-k English Language Arts & Math (Grade k)	<input type="checkbox"/> 3 Hole Drilled ----- \$7.00 x _____ = \$ _____
	No Other Options Available
Manual D-1 English Language Arts & Math (Grade 1)	<input type="checkbox"/> 3 Hole Drilled ----- \$7.00 x _____ = \$ _____
	No Other Options Available
Manual D-2 English Language Arts & Math (Grade 2)	<input type="checkbox"/> 3 Hole Drilled ----- \$7.40 x _____ = \$ _____
	No Other Options Available
Manual D-3 English Language Arts & Math (Grade 3)	<input type="checkbox"/> 3 Hole Drilled ----- \$7.75 x _____ = \$ _____
	No Other Options Available
Manual E The Instructional Shifts	<input type="checkbox"/> 3 Hole Drilled ----- \$15.46 x _____ = \$ _____
	No Other Options Available

3-Ring Binders

<input type="checkbox"/> 1" ----- \$1.75 x _____ = \$ _____
<input type="checkbox"/> 2" ----- \$2.75 x _____ = \$ _____
<input type="checkbox"/> 3" ----- \$3.75 x _____ = \$ _____

If you need assistance, or have questions please call or email 505.842.3722 • inquiry.GES@aps.edu

TOTAL ORDER x _____ = \$ _____

GES USE ONLY

Proofed OK Changes Art Pre-Press Print Copy Bindery **Job Completed by**

Date _____ Customer Picked Up Delivered By _____ Sent for Invoicing by _____ Date _____

Customer Signature _____ Print Name _____