

Instructions: Use the download or save button at the top right-hand corner of your browser screen and choose Open with Adobe Acrobat to complete and submit the form.



University Press Paper Order

DATE:

ORDERED BY:

PHONE:

DELIVER TO:

PO NUMBER:

ORDERING DEPT:

EMAIL:

ACCOUNT NUMBER:

White Copy Paper - 20#

		Qty	Price
8.5 x 11	Carton	<input type="text"/>	<input type="text"/>
8.5 x 14	Ream	<input type="text"/>	<input type="text"/>
11 x 17	Ream	<input type="text"/>	<input type="text"/>

Colored Bond - 8.5 x 11 20#

	Qty/Ream
Blue	<input type="text"/>
Canary	<input type="text"/>
Cream	<input type="text"/>
Goldenrod	<input type="text"/>
Gray	<input type="text"/>
Green	<input type="text"/>
Ivory	<input type="text"/>
Lilac	<input type="text"/>
Orchid	<input type="text"/>
Pink	<input type="text"/>
Salmon	<input type="text"/>
Tan	<input type="text"/>
Turquoise	<input type="text"/>

Astrobright Text - 8.5 x 11 60#

	Qty/Ream
Celestial Blue	<input type="text"/>
Cosmic Orange	<input type="text"/>
Fireball Fuchsia	<input type="text"/>
Galaxy Gold	<input type="text"/>
Gamma Green	<input type="text"/>
Lift-Off Lemon	<input type="text"/>
Lunar Blue	<input type="text"/>
Orbit Orange	<input type="text"/>
Pulsar Pink	<input type="text"/>
Re-Entry Red	<input type="text"/>
Rocket Red	<input type="text"/>
Solar Yellow	<input type="text"/>
Terra Green	<input type="text"/>

Astrobright Cover - 8.5 x 11 #65

	Qty/Ream
Celestial Blue	<input type="text"/>
Cosmic Orange	<input type="text"/>
Fireball Fuchsia	<input type="text"/>
Galaxy Gold	<input type="text"/>
Gamma Green	<input type="text"/>
Lift-Off Lemon	<input type="text"/>
Lunar Blue	<input type="text"/>
Orbit Orange	<input type="text"/>
Pulsar Pink	<input type="text"/>
Re-Entry Red	<input type="text"/>
Rocket Red	<input type="text"/>
Solar Yellow	<input type="text"/>
Terra Green	<input type="text"/>

Cardstock/Index - 8.5 x 11 110#

	Qty/Ream
Blue	<input type="text"/>
Canary	<input type="text"/>
Gray	<input type="text"/>
Green	<input type="text"/>
Ivory	<input type="text"/>
Pink	<input type="text"/>
Salmon	<input type="text"/>
White	<input type="text"/>

Astroparch Text - 8.5 x 11 60#

	Qty/Ream
Blue	<input type="text"/>
Natural	<input type="text"/>
White	<input type="text"/>

Linen Text - 8.5 x 11 70#

	Qty/Ream
White	<input type="text"/>
Ivory	<input type="text"/>

Astroparch Cover - 8.5 x 11 65#

	Qty/Ream
Blue	<input type="text"/>
Natural	<input type="text"/>
White	<input type="text"/>

Linen Cover - 8.5 x 11 80#

	Qty/Ream
White	<input type="text"/>
Ivory	<input type="text"/>

Preprinted Supplies

	Qty/Package
Presentation Folders - packs of 25	<input type="text"/>
Certificate Folders - packs of 25	<input type="text"/>
SWOSU Embossed Foldovers - packs of 50 with printed envelopes	<input type="text"/>

Notes or special order stock - no printed item requests on this form please:

Department Approval: _____

Business Services Approval: _____

Order Total

This form will be sent to Business Services for approval. Once approved it will be sent to University Press for delivery.

SUBMIT FOR APPROVAL