


UGA Student Business Card Order Form

BULLDOG PRINT + DESIGN

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|  UNIVERSITY OF GEORGIA | College or Administrative Division here <i>Department or office</i> First and Last Name, MS '20 <i>Title</i> Building, Suite # Address Athens, GA 30602 TEL 706-542-0000 FAX 706-583-0000 name@uga.edu www.uga.edu |
|---|--|

- Digital (Flat Printing) / Stock: Classic Crest Eggshell Avon Brilliant White**
- 250 cards in black **\$10.00**
 - Printing on back side (black only) **add \$1.50**
 - 500 cards in black **\$20.00**
 - Printing on back side (black only) **add \$3.00**
- Shipping charges will be additional for Off-campus deliveries.*

* The standard turnaround time for business cards is 7-10 working days from proof approval date.

1 Contact info (required)

Date:

| | | | | |
|---|---|------------|------------------|----------------|
| Contact Name: | | Dept: | | |
| Phone: | | Email: | | |
| SpeedType #: | OR **Fund: | **Dept ID: | **Program: | **Class: |
| *Project: | *Project Unit: | *Activity: | *Operating Unit: | *Chartfield 1: |
| Other: <input type="checkbox"/> Check # | <i>** Required if no SpeedType * Required only with specific accounts</i> | | | |

2 Job specs (required)

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| BC Layout: <input type="checkbox"/> Student Card |
| Quantity: <input type="checkbox"/> Print both sides (additional cost) |

Some information on the business card template is optional. Leave fields blank if they do not apply.

3 Delivery address: (required)

On-campus (building & room)
 Off-campus
 Pick-up @ Admin. Svcs. W.
Required if cash/check payments

Attention:

4 Order information:

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|--|--|
| ORDER | College or School: |
| | Department: |
| | Name: |
| | Title: |
| | Degree & Year or Class of: |
| | Address: |
| | City: State: Zip code: |
| | Tel #: Fax #: Cell #: |
| | UGA E-mail: Web: |
| | Other, alternative info, special instructions: |
| Information for back of card (text only, NO logos) (optional - additional cost): | |
| | |
| | |

4435 Atlanta Highway • Athens, Georgia 30606 • Telephone 706.542.4440 • Fax 706.425.3255

Completed forms may be printed and faxed or mailed to the address above.

To send this form electronically it must be saved and manually attached to an email and sent to printing@uga.edu.