

Colorado School of Mines

Department Name _____ Index # _____

ORDER FORM

Your Name: _____ Phone: _____

Project Name (or number): _____

Today's Date: ____/____/____

Time: _____ : _____ am/pm

Need By: ____/____/____

Time: _____ : _____ am/pm

PROJECT INSTRUCTIONS

_____ Number of Copies, Sets or Books _____ Number of Originals Exam yes no

Black Print Copies

8 1/2 x 11 white 11x17 (check paper color below)

- | | |
|-------------------------------------|---|
| <input type="checkbox"/> white | <input type="checkbox"/> solar yellow |
| <input type="checkbox"/> ivory | <input type="checkbox"/> cosmic orange |
| <input type="checkbox"/> canary | <input type="checkbox"/> re-entry red |
| <input type="checkbox"/> golden rod | <input type="checkbox"/> celestial blue |
| <input type="checkbox"/> salmon | <input type="checkbox"/> Tierra green |
| <input type="checkbox"/> pink | <input type="checkbox"/> 8 1/2 x 14 white |
| <input type="checkbox"/> orchid | <input type="checkbox"/> 11 x 17 white |
| <input type="checkbox"/> blue | <input type="checkbox"/> 8 1/2 x 14 white |
| <input type="checkbox"/> green | <input type="checkbox"/> 28# white gloss |

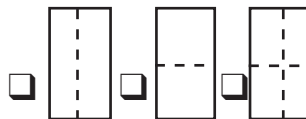
One Sided

Two Sided

Staple
(upper left)

3 hole punch

Cutting
(check below)



Additional:

(check below)

*Plastic Coil (black coil)

*Requires extra time. Please consult business center if a rush is required - rush charges may apply.

clear cover/white bristol back

clear cover/black leatherette back

Other Items that require separate email with more information:

Brochure:

Newletters:

Direct Mail:

Marketing Materials:

Stickers:

Signage:

Other:

Color Print Copies

8 1/2 x 11

11x17

white bond white gloss

SPECIAL INSTRUCTIONS: _____

AlphaGraphics of Golden - 303-279-6834

For specialty projects or services not listed above please email : esmprint@alphagraphics.com