

EXAM

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### WILLAMETTE UNIVERSITY PRINT/DESIGN CENTER

*Effective August 2009*

Today's Date \_\_\_\_\_ Dated Need: \_\_\_\_\_

No. of Copies \_\_\_\_\_ No. of Originals \_\_\_\_\_

Contact Name \_\_\_\_\_

SPECIAL INSTRUCTIONS: \_\_\_\_\_

Department Account No. \_\_\_\_\_

Account Name \_\_\_\_\_

Telephone \_\_\_\_\_

Deliver to: \_\_\_\_\_

Job Total: \_\_\_\_\_

Will pick up:     UC     Lee House

PERSONAL

#### BLACK & WHITE PRINTING

PAPER STOCK	ONE SIDED	TWO SIDED	CHARGE
<input type="checkbox"/> White	<input type="radio"/> .04	<input type="radio"/> .08	_____
<input type="checkbox"/> Opaque	<input type="radio"/> .07	<input type="radio"/> .11	_____

#### COLOR PRINTING

PAPER STOCK	EACH SIDED	CHARGE
<input type="checkbox"/> 8½ x 11 text	.45	_____
<input type="checkbox"/> 11 x 17 text	.65	_____
<input type="checkbox"/> 12 x 18 text	.75	_____
<input type="checkbox"/> 8½ x 11 cover	.50	_____
<input type="checkbox"/> 11 x 17 cover	.65	_____
<input type="checkbox"/> 8½ x 11 silk	.60	_____
<input type="checkbox"/> 11 x 17 silk	.75	_____
<input type="checkbox"/> 12 x 18 silk	.85	_____
<input type="checkbox"/> 14 x 20 cover	1.00	_____
<input type="checkbox"/> Transparencies	1.50	_____
<input type="checkbox"/> Other: _____		_____

#### COLORED PAPER (8½ x 11)

ONE SIDED	TWO SIDED	CHARGE
<input type="radio"/> .09	<input type="radio"/> .13	_____

Choose from available stock below:

- Lemon     Lime     Periwinkle
- Blue     Orchid     Rose
- Gold     Peach     Pepper
- Yellow     Pink
- Gray     Ultra Orange
- Green     Ice Blue

#### FINISHING CHARGES

	CHARGE
<input type="checkbox"/> Job Set Up	20.00/hr _____
<input type="checkbox"/> Cutting	20.00/hr _____
<input type="checkbox"/> Tape Binding	2.00/ea _____
<input type="checkbox"/> Pad	2.50 min. _____
<input type="checkbox"/> Coil Binding	3.00/ea _____
<input type="checkbox"/> Booklet Finish	.05/ea _____
<input type="checkbox"/> Shrink Wrap	.25/ea _____
<input type="checkbox"/> Fold	.05 _____

Choose from additional available stock below:

	ONE SIDED	TWO SIDED	CHARGE
<input type="checkbox"/> Legal - White	<input type="radio"/> .11	<input type="radio"/> .14	_____
<input type="checkbox"/> Legal - Colored	<input type="radio"/> .11	<input type="radio"/> .15	_____
<input type="checkbox"/> White - 11 x 17	<input type="radio"/> .13	<input type="radio"/> .17	_____
<input type="checkbox"/> Colored - 11 x 17	<input type="radio"/> .17	<input type="radio"/> .21	_____

FINISHING - No charge for the following:

- Do Not Collate
- Back to Back
- Stapling
- Punch

#### CARD STOCK (8½ x 11)

Choose from stock available below:

	ONE SIDED	TWO SIDED	CHARGES
<input type="radio"/> .09	<input type="radio"/> .13	_____	
<input type="checkbox"/> White	<input type="checkbox"/> Red		
<input type="checkbox"/> Gold	<input type="checkbox"/> Gray		
<input type="checkbox"/> Ivory	<input type="checkbox"/> Ultra Orange		
<input type="checkbox"/> Light Blue	<input type="checkbox"/> Yellow		
<input type="checkbox"/> Meadow Green	<input type="checkbox"/> Pepper		
<input type="checkbox"/> Peach	<input type="checkbox"/> Vanilla		
<input type="checkbox"/> Transparencies	1.25/ea	_____	
<input type="checkbox"/> Tabs	1.00/set of 5	_____	

#### QUOTE

Initial Proof     1     2  
 Print NOW   

Upon request, Print/Design will provide a quote on larger printing jobs. Please email [printdesign@willamette.edu](mailto:printdesign@willamette.edu).