



Western Texas College

Publication Print Request

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Publications Print Request Form

Name: _____

Date: _____

Project Title: _____

Phone Number: _____

Account number to be charged if any charges occur: _____

Due Date: _____

(Please allow 1-2 weeks for completion)

Type of publication/print needed

*Quantity _____

*Size Needed _____

Other Special Instructions:

TYPE OF PRINT MATERIALS-CHECK CHOICE

Matte

Photo glossy

Canvas

Foam Board Mount 20" x 30"

30" x 40"

Poster Board 22" x 28" (only)

Laminate (up to 26" wide)

Date Completed: _____

Initials: _____