



Customer Information

Full Name Michelle Perry Department Educational Psychology
(Please Print Clearly)
 Phone no. 217.819.8609 E-mail mperry@illinois.edu
(REQUIRED - @illinois Preferred)
 CFOP: 200250 616000 616109
1-480925-616000-191100
 Chart (1) Fund (6 digits) Organization (6 digits) Account (6 digits / optional) Program (6 digits) Activity (6 digits / optional)
 Other: GAR # _____ Cash Check Credit Card Illini Cash

Production Information

Job Name Perry AERA poster Location: Incoming / ftp / Email
(folder/file name)
 # of Originals _____ Copies of Each _____ If Cut - # of finished pieces _____

I have an estimate. Est. # _____ I NEED an estimate. This Job Also Mails.

Digital Copying and Printing

COLOR BLACK-ONLY

8½ x 11 8½ x 14 11 x 17
 12 x 18 13 x 19 ___ x ___

Text
 20# 60# } Uncoated Laser
 70# 80# } Silk ___ Tab Dividers
 100# } Gloss _____
Color Paper

Cover
 65# } Uncoated White
 80# } Gloss Acetate / Vinyl
 100# } Silk _____
Color Paper

Finishing
 Single-sided Double-sided
 Collate Fold _____
 Cut to _____ x _____ Bleed
 Drill _____ holes/sheet
 Laminate Trim Flush Encapsulate
 Perforate Score UV Coating

Binding
 Booklet Saddle Stitch (staple) Square Fold
 Staple One, Upper Left Two, Left Side
 Long Edge Bind Short Edge Bind
 Perfect Binding Coil Binding Comb Binding
 Tape Binding Double-O® Wire Binding
 Pad _____ sheets/pad Shrinkwrap _____ sets/bundle

Stationery

Quantity _____ Color(s) _____

20# Bond Letterhead with University Watermark Seal
 Second sheets with University Watermark
 20# Bond Noteheads (5.5 x 8.5 inches)
 Memo Pads (5.5 x 4.25 inches)
 #10 A Bond Envelopes with University Watermark Seal
 #10 White Wove Envelopes without University Watermark
 #10 Window Envelopes
 Mailing Labels (Pressure Sensitive)
 Mailing Labels (Avery 4-up Laser)

Poster Printing/Wide Format

Output Size 48" x 36"

Media
 Polypropylene 3 mm PVC Board Window Perf
 Fabric Heavy Fabric Clear Cling
 Heavy Paper Gloss Vinyl White Cling
 Banner Matte Vinyl Wallpaper
 Foam Board Vinyl on Gator Vinyl on Magnetic
 Coroplast Other _____

Finishing
Laminate Lustre Gloss Encapsulate
 Grommets: _____ Yard Sign Stakes Velcro
 Easels Backs Custom Cut Vinyl Tube

Special Instructions

PROOF: No

(Date / Time)

Pickup @ _____

 Deliver To _____

DEADLINE
 4/3/19 ~~4/11/18~~
(Date Due)
12 n
(Time)
 Michelle Perry will pick up
~~Shereen Beilstein will pick up~~
 Pickup @ _____

 Deliver To _____