

BUSINESS CARDS

Order Form

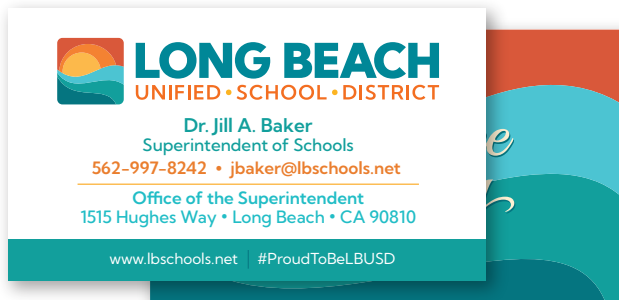
Explore our range of official standardized business card options available for order. Opt for the vibrant full-color design, offered in both single-sided and double-sided variations, or choose the sleek black and white rendition available exclusively as a one-sided card.

INSTRUCTIONS:

Please enter the appropriate information on the blank lines, select a business card type and quantity, and complete the form using Adobe Acrobat and email the saved PDF to cfooster@lbschools.net. Or print the blank form, fill it out by hand, sign below, and mail to Duplicating Dept. A proofing copy will be sent to you as soon as possible.

INFORMATION FOR THE CARD:

_____	Name	_____	Office/Site/Dept.
_____	LBUSD Job Title	_____	Street Address
_____	Phone, Ext.	_____, _____	City, State, Zip Code
_____	Email	_____	(Optional Additions)



Color, 2-sided option

- ☐ 50 • \$14.50
- ☐ 100 • \$22.75
- ☐ 250 • \$41.50
- ☐ 500 • \$54.50
- ☐ 1,000 • \$69.00



Color, single-sided option

- ☐ 50 • \$11.00
- ☐ 100 • \$17.50
- ☐ 250 • \$32.00
- ☐ 500 • \$42.00
- ☐ 1,000 • \$53.00



B/W, single-sided option

- ☐ 50 • \$8.00
- ☐ 100 • \$12.00
- ☐ 250 • \$23.00
- ☐ 500 • \$32.00
- ☐ 1,000 • \$47.00

Date: _____ Requested by: _____ Ext: _____ Deliver To: _____

Your Account No. _____

A transfer of expenses will be made from your account to Duplicating Services account to cover the cost of printing.

Expense Transfer Approved by:

Program Administrator

Additional Notes: