

Business Cards

How to order business cards

- Print this page
- Fill out and review this form
- Sign (account authorized signature)
- Return to Printing Services, Davies Center 119
- **DO NOT FAX**



University of Wisconsin-Eau Claire

105 Garfield Avenue • P.O. Box 4004
Eau Claire, WI 54702-4004

Tina Wolfgram
Print Buyer/Printing Technician
University Printing Services
Davies Center 119
Phone: 715-836-3883
Fax: 715-836-4980
Email: wolfgtrw@uwec.edu

Pricing

# of Cards	Original Order	
100	\$16.95	Cards will be printed EXACTLY as you typed. Business card orders are processed and printed on campus in full color. PDF proof will be sent via email for approval. Please look the proof over carefully to make sure everything - spelling, phone, fax number, email address and websites are correct. Order will not be processed until the proof is approved. Per Publications: The official business cards now incorporate the gold medallion rather than the blue outline of the seal. The outline should no longer be used.
250	\$23.55	
500	\$26.70	

Exact reprints with no changes will be billed at a lower cost.

Business card order form

Quantity: _____ **Account Number:** _____

Account Name: _____

Account Authorized Signature: _____

Return Address:

105 Garfield Avenue - P.O. Box 4004
Eau Claire, WI 54702-4004

Housing & Residence Life
P.O. Box 5025
Eau Claire, WI 54702-5025

Continuing Education/UW-Extension
210 Water Street, P.O. Box 4004
Eau Claire, WI 54702-4004

Department of Geography & Anthropology
105 Garfield Avenue, P.O. Box 4004
Eau Claire, WI 54702-4004 USA

Name: _____

Title: _____

Department (*optional*): _____

Room and Building: _____

Phone: _____ Fax: _____

E-mail: _____

Web (*optional*): _____