MIT BUSINESS CARDS

Offered by
Copy Technology Centers
Cambridge, MA

Ordered at:
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Date: ____________________
Contact: __________________
MIT address: Bldg. ________ Room ________

Job number: ____________________
Telephone: ____________________
Fax: ____________________

Circle the letters that correspond to your choices in the following categories:

Standard Layout: A B C D E F
Standard Type: A B C D E F
MIT Logo: A B Other logo: ____________________

In the box below, type or print clearly all desired copy in the appropriate position for the Standard layout selected, or the custom layout desired. PLEASE INDICATE CLEARLY YOUR PREFERENCE OF UPPER AND LOWER CASE LETTERS. Attach a sample business card if you have one, with any changes clearly noted.

Check all applicable boxes:
Quantity: □ 250 □ 500 □ 1000
Stock: □ Deluxe White □ Bright White Laid □ Ivory Wove □ Ivory Laid □ Grey Smooth □ Grey Laid
Logo color: □ Black □ Maroon □ Blue □ Red Text color: □ Black □ Maroon □ Blue □ Red
Proof: □ Yes ($6.00 each) □ No Sample card provided: □ Yes □ No
Printing: □ Raised □ Flat Disc provided: □ Yes □ No

Cash Amount: $ __________
Sales tax: $ __________
Total: $ __________