

# COPY CENTER PAPER STOCK REQUEST

Date \_\_\_\_\_ Date Needed \_\_\_\_\_ Date Received \_\_\_\_\_

Name \_\_\_\_\_ Extension \_\_\_\_\_

Department \_\_\_\_\_ Building/Room No. \_\_\_\_\_

Account Number \_\_\_\_\_

**White Paper - Standard 20# - 500 Sheet to Ream**

Quantity	Size	Total Cost
_____	8 1/2 x 14 - \$6.41 ea	_____
_____	11 x 17 - \$6.80 ea	_____

**Color Paper - 8 1/2 x 11 - Standard 20#**

**500 Sheet to Ream - \$5.16 ea ream**

Quantity	Color	Total Cost
_____	Blue	_____
_____	Canary	_____
_____	Golden Rod	_____
_____	Green	_____
_____	Ivory	_____
_____	Orchid	_____
_____	Pink	_____
_____	Tan	_____

**Color Paper - 8 1/2 x 11 - Specialty 60#**

**500 Sheet to Ream - \$12.00 ea ream**

Quantity	Color	Total Cost
_____	Bright Gold	_____
_____	Bright Green	_____
_____	Bright Pink	_____
_____	Bright Yellow	_____
_____	Gamma Green	_____
_____	Orange	_____
_____	Red	_____

**Color Paper - 8 1/2 x 14 - Standard 20#**

**500 Sheet to Ream - \$7.50 ea ream**

Quantity	Color	Total Cost
_____	Canary	_____
_____	Ivory	_____
_____	Lilac	_____
_____	Pink	_____
_____	Tan	_____

**White Paper - Specialty Bond Cougar 60# to 80# - Ream size varies**

Quantity	Size	Total Cost
_____	8 1/2 x 11 60# - 500 sheets - \$7.91 ea	_____
_____	8 1/2 x 11 80# - 250 sheets - \$4.50 ea	_____
_____	8 1/2 x 14 60# - 500 sheets - \$9.50 ea	_____
_____	11 x 17 80# - 250 sheets - \$12.00 ea	_____

**Standard 20# - 8 1/2 x 11 - white paper will still be purchased through Brad Weaver in Campus Services at this time.**

<b>FOR OFFICE USE ONLY</b>
Charges _____
_____
_____
Total Charges\$ _____