



BUSINESS CARD ORDER FORM

All business card formatting must adhere to the Brandon University Visual Standard Design and Guidelines Manual.

SELECT QUANTITY

- 100 @ \$32.50
- 250 @ \$46.50
- 500 @ \$72.50
- 1000 @ \$145.00

Note: Business cards have BU web address on back of card.

Please complete order form and return to Purchasing Department.

If this is a re-order of existing cards with no changes, please attached your existing business card.

All orders will be proofed by purchasing before proceeding to print.

Please allow 14 days for processing your order.

Thank you.

Name: _____

Designations: _____

Title: _____

Department: _____

Address: 270 18th Street
Brandon, Manitoba, Canada
R7A 6A9

Address (If different than above): _____

Phone: _____

Cell: _____

Email: _____

Office Use only:

Date: _____

Charge Code: _____

Department Approval: _____

Accounting Approval: _____

Preview of the front of card:

Preview of the back of the card:



IF YOU HAVE A SAMPLE CARD ATTACH HERE!