



Graphic Shop

BPSC, First Floor, Room: 1.208 P.O. Box 6094
P 936.468.1301 F 936.468.1009 E graphicshop@sfasu.edu

STEPHEN F. AUSTIN STATE UNIVERSITY

NACOGDOCHES, TEXAS

Invoice #

Department/Org: _____

Customer: _____ Phone: _____ Email: _____

FOAP/IDT _____ SFA PO Box _____

Date Needed By: _____ Picked Up By: _____ Date: _____

Quantity	Item	Size	Quantity	Item
_____	Gloss Poster	Size _____	_____	Business Cards <input type="checkbox"/> 250 <input type="checkbox"/> 500
_____	Matte Poster	Size _____	_____	Letterhead <input type="checkbox"/> 20# Cotton <input type="checkbox"/> 24# Cotton
_____	Canvas	Size _____	_____	Note Cards
_____	Wall Vinyl	Size _____	_____	Postcards Size _____
_____	Easy Dot (Large Format)	Size _____	_____	Fliers Paper _____
_____	Perforated Window	Size _____	_____	Copies <input type="checkbox"/> Color <input type="checkbox"/> B&W <input type="checkbox"/> 1 Sided <input type="checkbox"/> 2 Sided
_____	White Static Cling	Size _____	_____	Brochures (Call Graphic Shop)
_____	Clear Static Cling	Size _____	_____	Booklets (Coil or Comb Binding Only) <input type="checkbox"/> Color <input type="checkbox"/> B&W
_____	Banner	Size _____	_____	Signature Stamps
_____	Roll Up Banner	33.5" X 78.7"	_____	#10 Envelopes <input type="checkbox"/> Plain <input type="checkbox"/> Window
_____	Yard Sign 1 Sided	24" X 18"	_____	A-2 Envelopes <input type="checkbox"/> Color <input type="checkbox"/> B&W
_____	Yard Sign 2 Sided	24" X 18"	_____	A-6 Envelopes <input type="checkbox"/> Color <input type="checkbox"/> B&W
_____	Yard Sign 1 Sided Laminated	24" X 18"	_____	A-7 Envelopes <input type="checkbox"/> Color <input type="checkbox"/> B&W
_____	Yard Sign 2 Sided Laminated	24" X 18"	_____	Large Envelopes Size _____
_____	Stickers	Size _____	_____	Other/Special Instructions: _____
_____	Buttons		_____	_____

GRAPHIC SHOP USE ONLY

Quantity	Item	Price
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

Thank you for your business.

Sub:	
Tax:	
Total:	