

Bates College

Large Format Printing Order

Most large-format printing is paid for by the individual requesting the printing. If a department or program covers the cost of large format printing, please complete this form and present when the printing request is submitted. Unless otherwise stipulated, all large format printing is 36 x 48" on glossy stock. The department or program is charged \$20.00 for each copy.

Printing Requested by: _____

Department or Program to be Charged: _____

Charge Fund-Org _____ - _____ - 9045

Approved by: (print name) _____

Approved by: (signature) _____ Date: _____

For Office Use:

Credit Fund-Org _____ - _____ - 9045

Initials: _____ Date: _____