

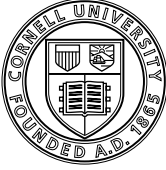


# digital services

a division of Cornell Business Services

607 **255-2524** • [digital@cornell.edu](mailto:digital@cornell.edu)  
Fax: 607-255-4319 • 695 Dryden Rd., Ithaca, NY

## Custom Business Card Order Form

	<b>Your Name Here</b> Your Title or Position Your Unit
	Cornell University Your School, Dept., or Division  305 Your Hall Ithaca, NY 14853 t. 607.255.2524 f. 607.255.4319 <a href="mailto:digital@cornell.edu">digital@cornell.edu</a>

Date: \_\_\_\_\_

Date Needed: \_\_\_\_\_

250 cards    500 cards    1000 cards

*For items 1-10, please fill out the form below as you would like the information to appear on your cards.*

1. Name \_\_\_\_\_
2. Title or Position \_\_\_\_\_
3. Primary Unit \_\_\_\_\_
4. Secondary Unit (optional) \_\_\_\_\_
5. Tertiary Unit (optional) \_\_\_\_\_
6. Address \_\_\_\_\_
7. Telephone \_\_\_\_\_
8. Cellular (optional) \_\_\_\_\_
9. Fax \_\_\_\_\_
10. E-mail: \_\_\_\_\_
11. Web address (optional) \_\_\_\_\_

### Order and Delivery Information

<i>Person placing order</i>	<i>Telephone Number</i>	<i>Fax Number</i>	<i>E-Mail Address</i>
Address _____			
Account or procurement card number (required) _____			