



Book Workshop

New Book/Coursepack

Term: Fall Spring Other Year_____

Campus_____

Professor_____

Department_____

Course_____

Finishing Options:
circle all applicable

- Coil Bind Paperback 3-Hole Staple
- Shrink Wrap Bookletize Other_____

DUPLEX Request

- Single Sided Single to Double Double to Double

Covers: **Cardstock Color**_____

Full Color Laminate

Additional Production Notes:

- PROOF REQUEST** Job will not be completed until proof is approved.

Proof released by_____

- No Proof Requested

Anticipated Enrollment/Pre-Order Quantity_____

Order Date _____ **Desk Copies** 1 2 3 4

Placed By_____

_____ _____ **\$** _____ _____