



Department of Chemistry

Poster Printing Facility
Print Authorization Form

Auditors require a signed copy of this form whenever a printed poster will be paid for using a University of Guelph account number.

Account Information

Last 5 digits are usually 64161

Acc. Number (26 digits): _____

Acc. Holder's Name: _____

Acc. Holder's Dept.: _____

Posters for Chemistry faculty, graduate students, and undergraduate students printing posters for a Chemistry course are billed at \$15 per poster. All others are billed \$30 per poster. Special rates may be quoted for posters of unusual dimensions or reprints due to errors.

Please specify the number of posters you authorize payment for and the payment rate.

Posters

Number of Posters: _____ @ \$30 (Non Chemistry)

Number of Posters: _____ @ \$15 (Chemistry)

Number of Posters: _____ @ \$____ (Other Sizes)

Account Holder's Signature

Date