

**Meade School District 46-1
Print Request Form**

Date of Request:

Requested by:

From (building):

Description of
Order:

PLEASE ALLOW FOR A TWO-DAY TURN AROUND.

Needed by:

No. of Originals:

No. of Copies:

White

Other (specify)

NOTE: Copies will be 2-sided unless specified differently.

Print One-Side Only

Print Two-Sided

BINDERY

Collate

Collate & Staple

3-Hole Punch

Center-fold & Staple

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Special requests,
comments, and/
or instructions:

Pages to Copy:
