

# LAW SCHOOL STUDENT BUSINESS CARD ORDER FORM

PLEASE FILL IN THE FOLLOWING FIELDS LEGIBLY

Name (as it will appear on card): \_\_\_\_\_

JD Candidate (required)

Class of: \_\_\_\_\_ (required)

Sullivan Hall (required)

901 12th Avenue (required)

P.O. Box 222000 (required)

Seattle, WA 98122-1090 (required)

Cell: (\_\_\_\_\_) \_\_\_\_\_

Email: \_\_\_\_\_@seattleu.edu  
(You must use your SU email account.)

Number of cards (please circle one):            100                            200                            400 (1 box)

In addition to your information, Seattle University's address and brand will be present.  
Your card will appear as shown below:



Please note: in order to use the University brand, your card must comply with these guidelines.

## Additional guidelines:

- SuperCopy will contact you when your proof is ready
- Production will not start until you have approved the proof
- Minimum order processing time is 5 to 10 business days
- Production and layout occur once per week, usually on Tuesday.  
An order placed or signed off on Tuesday through Friday of that week will be processed Tuesday of the following week
- In order to use the Seattle University seal, your card must conform to the guidelines above.
- Orders that need to be produced outside of normal production scheduling will incur a \$25.00 rush fee

Please return this form to SuperCopy in PAVLO10 in the Pigott Pavilion for Leadership