

WORK ORDER - BMP/Enterprise
Carlton Center
281-213-1950

PLEASE PRINT -

Name: _____

Email: _____

Phone: _____

Room #: _____

School Related (explain instructional intent) _____

Personal

Date ordered: _____

Date needed: _____

ITEM	HOW MANY?	UNIT PRICE	TOTAL	SPECIAL INSTRUCTIONS
LAMINATING		\$0.25/per ft		
GREETING CARDS w/envelope (specify occasion) Thank You, Birthday, Congratulations, Christmas, Thinking of You, Valentine, Blank		\$1-\$1.50/ea. buy 5 get 1 free		
BOOKBINDING - includes spiral, binding service & cardstock cover page. (Laminating separate)		\$3.00/ea.		
NOTEPADS (50 sheets each)				
Full Page (8½x11)		\$4.00 (B&W) \$6.50 (COLOR)		
½ SHEET SIZE (5½x8½) (order in multiples of 2)		\$4.25 (B&W) \$6.75 (COLOR)		
¼ SHEET SIZE (4¼x5½) (order in multiples of 4)		\$4.50 (B&W) \$7.00 (COLOR)		
1/8 SHEET (4¼x2¾) (order in multiples of 8)		\$4.75 (B&W) \$7.25 (COLOR)		
BUTTONS (2 ¼" round)		\$0.50 (B&W) \$0.75 (COLOR)		
• MAGNETS		\$0.75 (B&W) \$1 (COLOR)		
• KEYCHAINS		\$0.75 (B&W) \$1 (COLOR)		
T-SHIRTS (custom designs available)		Starting @ \$10		
INVITATIONS (wedding, party, etc.)		Starting @ \$0.50/ea.		
SET UP FEE for Custom Orders – One time		\$5-\$10		
SPECIAL/CUSTOM ORDER – please be specific				

RECEIPT # _____

SUB TOTAL	
TAX 8.25%	
TOTAL	

*MINIMUM ORDER \$5 *ACCOUNT TRANSFER OR CHECKS ONLY *PERSONAL ORDERS MUST BE PAID IN FULL BEFORE DELIVERY