

Contact Information

Name: _____

Department: _____

Phone: _____

Email: _____

You may submit requests of 500 pages or less to printing@bauer.uh.edu or drop them off at the front desk of Melcher Hall 350

Please allow 3 business days for all requests. We will accommodate rush orders the best we are able.

Contact Anna Wiszowata with any questions at 713-743-6706 or by email at printing@bauer.uh.edu

Project Information

File/Project Name: _____

Date/Time Needed By: _____

Number of Copies: _____

Print Color

Black and White

Color

Paper Size

8.5 x 11

8.5 x 14

11 x 17

Paper Weight

Standard

Card Stock

Staple

None

One

Two

Hole Punch

None

2-Hole

3-Hole

Single Sided

Double Sided

Collated

Uncollated

Additional Details: *please indicate any special instructions for cover sheets, paper weight, etc.*

