Bartram Copy Service Order Form -

Teacher name & room number

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

\_\_\_\_\_\_\_\_\_\_\_ - Number of copies

\_\_\_\_\_\_\_\_\_\_\_\_ - One side

\_\_\_\_\_\_\_\_\_\_\_ - Two sides

\_\_\_\_\_\_\_\_\_\_\_ - Sorted (copies put in order and collated)

\_\_\_\_\_\_\_\_\_\_ - Stacked (same pages stacked)