

WARNING CONCERNING COPYRIGHT RESTRICTIONS The copyright law of the United States (Title 17, United States Code) governs the making of photocopies or other reproductions of copy-righted materials. Under certain conditions specified in the law, libraries and archives are authorized to furnish a photocopy or other reproduction. One of these specified conditions is that the photocopy or reproduction is not to be "Used for any purpose other than private study, scholarship, or research." If a user makes a request for, or later uses, a photocopy or reproduction in excess of "fair use", that user may be liable for copyright infringement. <i>This institution reserves the right to refuse copying orders if, in its judgment, fulfillment of the order would involve violation of copyright laws.</i>						JOB NO. <div style="border: 1px solid black; width: 100px; height: 20px; display: inline-block;"></div>					
						Foothill College		ACCOUNT CODE OBJECT CODE <div style="display: flex; justify-content: space-around;"> <div style="border: 1px solid black; width: 20px; height: 20px;"></div> <div style="border: 1px solid black; width: 20px; height: 20px;"></div> <div style="border: 1px solid black; width: 20px; height: 20px;"></div> <div style="border: 1px solid black; width: 20px; height: 20px;"></div> <div style="border: 1px solid black; width: 20px; height: 20px;"></div> <div style="border: 1px solid black; width: 20px; height: 20px;"></div> <div style="border: 1px solid black; width: 20px; height: 20px;"></div> <div style="border: 1px solid black; width: 20px; height: 20px;"></div> <div style="border: 1px solid black; width: 20px; height: 20px;"></div> <div style="border: 1px solid black; width: 20px; height: 20px;"></div> </div>			
						QUICK COPY 650-949-7299					
SUBMITTED BY:			AUTHORIZED BY:		<input type="radio"/> FOOTHILL <input type="radio"/> DE ANZA <input type="radio"/> DISTRICT <input type="radio"/> MIDDLEFIELD		<input type="radio"/> DAY <input type="radio"/> EVE		EXT.		
DEPARTMENT:			TITLE OF WORK TO BE DONE:				DATE SUBMITTED:		DATE DESIRED:		
DESCRIPTION OF WORK TO BE PERFORMED						PAPER SIZE		REMARKS OR SPECIAL INSTRUCTIONS			
NUMBER OF PAGES						<input type="radio"/> 8.5X11					
NUMBER OF COPIES						<input type="radio"/> 8.5X14					
PAPER COLOR						<input type="radio"/> 11X17					
<input type="radio"/> FULL COLOR COPY						<input type="radio"/> OTHER					
<input type="radio"/> COLLATE <input type="radio"/> STAPLE <input type="radio"/> 3-HOLE PUNCH <input type="radio"/> CUT <input type="radio"/> FOLD <input type="radio"/> SHRINK WRAP		<input type="radio"/> PRINT ONE SIDE ONLY <input type="radio"/> BACK TO BACK <input type="radio"/> SADDLE STITCH <input type="radio"/> PADDING <input type="radio"/> TRANSPARENCY <input type="radio"/> BINDING: <i>FASTBACK OR SPIRAL</i>				<input type="radio"/> N.C.R.: <input type="radio"/> 2 PART <input type="radio"/> 3 PART <input type="radio"/> 4 PART <input type="radio"/> 5 PART		<input type="radio"/> ENVELOPES: <input type="radio"/> IVORY <input type="radio"/> PLAIN <input type="radio"/> WINDOW			
						<input type="radio"/> LETTERHEAD <input type="radio"/> <i>SECOND SHEET</i>					
						<input type="radio"/> QUICK COPY FORMS <input type="radio"/> MAILING LABELS					
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