

# Order Form

## Snow College Business Cards



**Name Employee**

Position  
name.employee@snow.edu  
office 435.283.7000

150 East College Avenue  
Ephraim, Utah 84627  
435.283.7000  
www.snow.edu



Your Snow College Business Cards will look like the examples above. In order to easily facilitate ordering personal Snow College business cards, you will need to fill out this form completely. The first section below is the information that will be printed on the business card itself and the second section is for printing company use. Please make sure you make all the selections as you need and deliver this order form to the location listed below. You will also need to provide a Purchase Order or a PCard (credit card) number to Paradise Press to order business cards, letterhead or envelopes.

### Business Card Imprint Information:

School/Department/Office:

Employee Name:

(max 30 characters, including degrees)

Position (max 40 characters):

Email (max 40 characters):

office  direct  mobile:

### Select Address:

Standard Ephraim Address:

150 East College Avenue  
Ephraim, Utah 84627  
435.283.7000  
www.snow.edu

Standard Richfield Address:

800 W 200 S  
Richfield, Utah 84701  
435.896.8202  
www.snow.edu

Other Address:

(Specific Approval Required)

### Ordering Information:

Quantity Ordering:  500  1000  Other:

Your Name:

School/Department/Office:

Phone Number:

Order Date:

Approval Signature:

**Deliver this order form to: Paradise Press, email: [chrissy@qwestoffice.net](mailto:chrissy@qwestoffice.net) or Fax: 435.896.6125**