



Office: 707.664.2360
Fax: 707.664.4119
campusprints@sonoma.edu
sonoma.edu/campusprints

LETTERHEAD



COLOR

SSU Blue

PAPER

Neenah Avalance White 24# Writing

SIZES

Letter (8.5 x 11")
Half-Letter (5.5 x 8.5")

PRICING

Letter (8.5 x 11")

500: \$115
1000: \$140
Each Additional 500: \$55

Half-Letter (5.5 x 8.5")

500: \$65
1000: \$85
Each Additional 500: \$35

PERSONALIZATION

Provide the following information as it will appear on the letterhead.

Department: _____

Division: _____

Phone Number: _____

Fax Number*: _____

Website URL*: _____

** Optional fields*

SIZE: Letter (8.5 x 11") Half-Letter (5.5 x 8.5")

QUANTITY: 500

1000

OTHER: _____

Allow five business days for completion.

CONTACT INFORMATION

Name: _____

Phone Number: _____

Email Address: _____

Building: _____

Room Number: _____

DELIVERY

Pick up at Campus Prints or deliver to your department?

Pick up

Deliver to department**

** Provide building and room number above, +1 business day

BILLING

Please provide your chartfield string.

Fund Department Program Project Grant Class