

Personal Binding Services Form – Joyner Library - ECU

Department _____

Date _____ Phone (H) _____ (W) _____

Name _____

E-mail _____

Mailing Address _____

City _____ State _____ Zip _____

Materials submitted for binding (attach additional page(s), if needed)

1. _____
2. _____
3. _____
4. _____
5. _____

Binding color:

- ____ Burgundy
- ____ Black
- ____ Blue

Lettering color:

- ____ White
- ____ Gold

____ # of volumes x \$10 = Binding cost \$ _____

Processing fee \$ 25.00

Total Cost \$ _____

Paid: ____ check ____ cash ____ card

____ # of volumes received by: _____

____ Payment received by: _____

Anticipated Date of Completion _____

Special Instructions _____

For Preservation and Conservation Department

Grant Number _____ Date Mailed _____ #Copies Mailed _____