MIMEOGRAPH REQUISITION

This form is to be filled out in duplicate by the requisitioning department and forwarded together with the stencils to the Mimeograph Office, Room 111, Administration Building (Old Main). The original will be retained by the Mimeograph Office and the duplicate returned with the completed order. Please make a separate requisition for each individual order.

Department Mathematics Date 12-10-69

Code for University Work 415 Commercial Work 415-01 (MAA)

Material is needed (give date) 12-17-69 (Must be three days)

Check here if stencil is to be saved. Otherwise it will be destroyed.

To be completed by Requisitioning Dept. To be completed by Mimeograph Office

Number of stencils to be run

Number of copies per stencil 250

Unless otherwise indicated in the following space, this order will be run on 8½ x 11 mimeograph paper

dept stat provided

Authorization by Dean or Independent Office Head

Unit Price Extension

Total

Requisition received (Date) Order completed (Date)

Mimeograph Operator

DRAKE UNIVERSITY