For tracking purposes, Departments should supply FOAPAL information to Publications when placing orders from the COVID catalog. Upon completion of the order, billing will be adjusted and printing will be charged to a separate COVID account and not directly to the department. If external funding is not able to be secured related to COVID expenses, departments may be billed back in whole or part for related printing expenses.

Items #1 through #22 are available printed on waterproof, chemical resistant poly synthetic paper or standard 100# coated cover. Poly is the most durable product available.

Poly signs are \$.90 per 8.5" by 11" Poly signs are \$1.65 per 11" by 17"

100# paper posters are \$.27 per 8.5" by 11" 100# paper posters are \$.47 per 11" by 17"

Customization is available for \$80 per hour, prorated to time used, in 15 minute increments.





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Move Furniture

Mask Reg'd Office

Mask Reg'd Bldg.

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Fill out and email the attached order form to Publications at Publink@southalabama.edu

Be sure to include your complete contact information, FOAPAL, item numbers and quantities to process your order efficiently.

PUBLICATIONS COVID ORDER REQUEST Please use additional forms as needed REV. 6/18/2020 UNIVERSITY OF SOUTH ALABAMA OFFICE OF PUBLICATION SERVICES Education and Outreach Bldg., Suite 100 600 Clinic Dr. Mobile, AL 36688-0002 Telephone: (251) 380-2828 publink@southalabama.edu		Save a copy to email
		CLEAR FORM
Determination of copyright issues related to any such works necessary, it should be attached with all material submitted.	no liability of any kind in connection with the presence or absence of pro- is the sole responsibility of the customer. Responsibility lies with the customer t Any requisite permission from the copyright owner should be furnished by custo right protected materials, whether camera ready or electronic, before submitt	to obtain correct copyright notice and if one i omer for reproduction of copyrighted materia
NAME:		
DEPARTMENT:		
PHONE:	EMAIL:	
FOAPAL or ACCT#	CCT PROGRAM	
	DATE SUBMITTED:	
Delivery: Location		_ □ Call when ready for pickup
ltem #	Item name:	
Size	Quantity	
Item #	Item name:	
Size	Quantity	
Items #1 — #22 available in □ Poly Synthetic Items #23 — #29 available on adhesive backe		
ltem #	Item name:	
Size	Quantity	
Items #1 — #22 available in □ Poly Synthetic	OR □ 100# coated matte cover	
Items #23 — #29 available on adhesive backe	d vinyl ONLY	
Item #	Item name:	
Size	Quantity	
Items #1 — #22 available in □ Poly Synthetic	OR □ 100# coated matte cover	
Items #23 — #29 available on adhesive backe	d vinyl ONLY	
ltem #	Item name:	
Size	Quantity	
Items #1 — #22 available in □ Poly Synthetic	OR □ 100# coated matte cover	
Items #23 — #29 available on adhesive backe	d vinyl ONLY	