

Request for Business Cards

UF/IFAS business cards must comply with University of Florida guidelines which are stated on the University of Florida's Identity website at <http://identity.ufl.edu/print/#bizCards>. UF/IFAS business cards are printed in color on white cardstock in quantities of 250, unless larger quantities are requested.

Call UF/IFAS Communications at (352) 392-2411 if you have any questions about UF/IFAS business cards.

Please print or type the information to be placed on your business card in the areas below. Allow at least two weeks for processing. A sample of the UF/IFAS Business card is printed below.

Shipping rates apply.

Please DO NOT submit a revised printed business card with conflicting instructions on this form.

Payment Information

The print vendor will invoice you directly unless this is an Extension Faculty/Extension Marketing funds (EDIS) order.

For Extension Faculty Only

District _____ DED Approval _____

Payment information (to be filled out by DED)

Check one County Budget EDIS Funds

Name _____

Title _____

Unit/Dept./Office _____

Address

Building, Room or Street address _____

PO BOX Number _____

City _____ FL Zip: _____ - _____

Telephone _____ E-mail _____ (Official UF E-mail address only)
@ufl.edu

Fax _____ Website _____ (Official UF website only)

Other _____

SPECIAL INSTRUCTIONS:

If you are located outside of the Gainesville area please provide your shipping account information.

YOU MUST CHOOSE QUANTITY

250 1-Sided = \$19.08	1,500 1-Sided = \$36.54
250 2-Sided = \$25.08	1,500 2-Sided = \$39.54
500 1-Sided = \$23.85	2,000 1-Sided = \$42.00
500 2-Sided = \$26.85	2,000 2-Sided = \$46.35
1,000 1-Sided = \$31.06	2,500 1-Sided = \$47.70
1,000 2-Sided = \$35.56	2,500 2-Sided = \$51.32

UPS

FedEx

Pricing subject to change.

Click to place request:

[Business Card and Stationery Requests](#)

Login with your Gatorlink credentials and fill out the form.