Delta College
Printing Services

Name Plate Order Form

Ordered By _____   **Cost Center** _____

Date Ordered _____   **Date Needed** _____   **Phone** _____

Plate Details

Name _____   **Office #** _____

Department Heading (for 3x10 Plate) _____

Area Name(s) _____

_____

_____

Location:

_____ **Main Campus**

_____ **Saginaw Center**

_____ **Midland Center**

_____ **Planetarium**

Plate Size:

_____ **1x10**

_____ **2x10**

_____ **3x10**

Plate Type:

_____ **Slide-In**

_____ **Velcro**

**Please return all unused name plates to Printing Services.