

Fællestrykkeriet - Aarhus Universitet		Department/section:	Trykkeriets rekv. nr.:
Tlf.: 871 68287 Fax: 86130669		Mail: trykkeri@au.dk Web: trykkeri.au.dk	Ordered by:
Ordered:		Telephone no.:	
Finishing:		<input type="checkbox"/> Electronic invoicing, EAN: _____ <input type="checkbox"/> Internal - paid by or assigned by: _____	
<input type="checkbox"/> Print <input type="checkbox"/> Kopi <input type="checkbox"/> Farvekopi/print		Department's location number:	
Number of pages _____		<input type="checkbox"/> Basic white paper	
Amount/number to print _____		<input type="checkbox"/> Coloured paper, colour: _____	
<input type="checkbox"/> A5 <input type="checkbox"/> A4 <input type="checkbox"/> A3		<input type="checkbox"/> Carton, colour: _____	
<input type="checkbox"/> Other format: _____		<input type="checkbox"/> Plastic/transparent front page	
<input type="checkbox"/> Finished format: _____		<input type="checkbox"/> Laminating of cover	
<input type="checkbox"/> Single sided		<input type="checkbox"/> Poster/size: _____	
<input type="checkbox"/> Bound		<input type="checkbox"/> Other: _____	
Binding			
<input type="checkbox"/> Stapling <input type="checkbox"/> Folded to A4 <input type="checkbox"/> Folded to A5 <input type="checkbox"/> Folded to other: _____			
<input type="checkbox"/> 4-holed <input type="checkbox"/> Adhesive in cover <input type="checkbox"/> Adhesive binding <input type="checkbox"/> Other binding: _____			
ID text:		<input type="checkbox"/> Non-AU administered funds invoiced to:	
_____		_____	
_____		_____	

Comments:

For payment with non-AU administered funds, the EAN no. must be entered instead of the location no., but only if electronic invoicing is required.

Leverandør: SUN-TRYK, Aarhus Universitet

Artskonto	M	Projekt	Aktivitet					Beløb
4520	10	900486	91101					Kr.∕
4530	10	900486	91101					-
								-
1540	4	900486	96501					Kr.∕
Udfyldt af: AU-id 27358 John Albertsen			Anvisningsdato og -underskrift:					

Modtager : Bestillers rekv. nr.:

Must be completed by the person making the requisition when payment is made by AU funds, though the amount need not be entered.

Account type	M	Project	Activity					Beløb
4320/4330	10							Kr.
								-
								-
								-
Completed by: AU-id			Date of request and signature:					