

# Networking Card Order Form

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Provide your name, graduation month (May or January) and year, address, phone number and email below exactly as you would like for it to appear on your cards.

To take advantage of a group discount, submit your completed form and cash (exact change) or a check for \$15 (payable to the University of Richmond) to the Career Development Office no later than Friday, September 23, 2016.

After September 23, submit your completed form and cash (exact change) or a check for \$25 (payable to the University of Richmond) directly to the Print Shop. The Print Shop is located in the Services Building on Westhampton Way near the Physical Plant. See building #28 on the [campus map](#).

You will receive a proof for review via email, and you must approve it before your cards can be printed.

Name:


Graduation Month and Year:

Address:

City, State Zip:

Phone:

Email address:



**Student Name**  
J. D. Candidate, Month Year

Street Address  
City, State Zip  
(xxx) xxx-xxxx

student@richmond.edu

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The fonts, point size, color, order of information, and layout may not be customized or changed. The paper is 100lb. white cardstock with red and blue ink.