



11930 South Harrell's Ferry Road • Baton Rouge, LA 70816

(225)928-5920



Orders may be emailed to:  
**tinap@meleprinting.com**

## LSU AgCENTER BUSINESS CARD ORDER FORM

Date: \_\_\_\_\_ Phone No.: \_\_\_\_\_ Authorizing Name/Title: \_\_\_\_\_

Contact Person: \_\_\_\_\_ Authorizing Signature: \_\_\_\_\_

### INVOICE TO:

Department: \_\_\_\_\_

Address: \_\_\_\_\_

Attn: \_\_\_\_\_ Phone: \_\_\_\_\_

### DELIVER TO:

Department: \_\_\_\_\_

Address: \_\_\_\_\_

Attn: \_\_\_\_\_ Phone: \_\_\_\_\_

### Front



First Middle Last  
Official or Descriptive Title  
Dept./Unit/Station/Div.  
continued

Physical Address  
continued

Mailing Address  
continued

Office: (###)###-####

Fax: (###)###-####

Home/Pager/Mobile  
email@agcenter.lsu.edu  
www.LSUAgCenter.com

### Back

For the latest research-based  
information on just about  
anything, visit our website:  
[www.LSUAgCenter.com](http://www.LSUAgCenter.com)

or go directly to  
[www.LSUAgCenter.com/youraddress](http://www.LSUAgCenter.com/youraddress)

(Your additional address  
should include the official  
LSUAgCenter website, plus  
your specific address as seen  
in the example above)

### Quantity Ordered:

Front Only ☐ 250 (\$38) ☐ 500 (\$44) ☐ 1000 (\$52)  
Front/Back ☐ 250 (\$53) ☐ 500 (\$67) ☐ 1000 (\$81)

### Type Ordered:

☐ New Card ☐ Reprint As Is ☐ Revised

**All new business cards require a PROOF. I would like to receive my PROOF by:**

☐ Email Address: \_\_\_\_\_ Other: \_\_\_\_\_

Line spacing and information order have been set by the LSU AgCenter and cannot be changed. You may leave a line blank if not needed. Do not use any abbreviations or acronyms with which the general public may not be familiar. If in doubt, spell it out. Use your descriptive title (what you do, such as 4-H agent, forestry specialist, food scientist, agronomist, family economist, rice breeder, etc.), when possible. That means more to the clientele, and they are the reason you're printing business cards.

**All business cards are subject to review and approval regarding adherence to LSU AgCenter guidelines. Requests that do not make appropriate use of terms and space, or that do not follow other guidelines, will be changed. Cards that have not been approved will not be printed and may not make use of the LSU AgCenter logo.**

First Middle Last: \_\_\_\_\_

Official or Descriptive Title: \_\_\_\_\_

Dept./Unit/Station/Div.: \_\_\_\_\_

continued: \_\_\_\_\_

Physical Address: \_\_\_\_\_

continued: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

continued: \_\_\_\_\_

Office Number: \_\_\_\_\_

Fax Number: \_\_\_\_\_

Home/Pager/Mobile Number: \_\_\_\_\_

Email Address: \_\_\_\_\_

Website: [www.LSUAgCenter.com](http://www.LSUAgCenter.com)

### Joint Appointment Business Card Options

Faculty and staff holding joint appointments with the LSU AgCenter and LSU have two business card options.

**Option 1:** Two cards - one standard LSU AgCenter business card and one standard LSU business card.

**Option 2:** One card - a double-sided business card with the standard LSU AgCenter business card on one side and the standard LSU business card on the other side.

▲ You may include another [LSUAgCenter.com](http://www.LSUAgCenter.com) address on the back of the business card (example: [www.LSUAgCenter.com/4-H](http://www.LSUAgCenter.com/4-H)). There is an additional cost for printing on the back of the cards.