



UJ LIBRARY

Accessory Order Form

2015

Date: _____

Initials and Surname: _____

Contact details:

| | | |
|-------|-----------|--------|
| Cell: | Landline: | Email: |
|-------|-----------|--------|

Lettering: Gold Silver

Accessory List

| Item | Quantity | Blue | Red | Maroon | Green | Black |
|------------------------------|----------|------|-----|--------|-------|-------|
| Certificate holder | | | | | | |
| Desk pad | | | | | | |
| Graduation tube: small | | | | | | |
| Graduation tube: large | | | | | | |
| Message box | | | | | | |
| Notebook: small | | | | | | |
| Notebook: large | | | | | | |
| Table marker : reserved sign | | | | | | |
| Table marker : number sign | | | | | | |

Paper items

| Item | Quantity |
|---|----------|
| Message pad | |
| Refill: large notebook | |
| Refill: small notebook | |
| Refill: message pad <i>cum</i> pen holder | |

Payment method

NB: Orders are only processed once full payment has been received. Allow 10 workdays for delivery

Payments can be done as follows (please indicate preference)

- Cash payments at the university cashiers in E-ring APK Campus.
- Card payments at the APK Campus Library Circulation desk.
- EFT payments on arrangements with the bindery administration office.
- UJ Departmental payment, cost code on a signed departmental authorized memo.