



City of Burbank  
Management Services Department  
**REPROGRAPHIC REQUEST**

DATE 01/21/16 REQUESTED BY CDD/Planning DEPARTMENT/DIVISION  
DATE DUE 02/04/16

PLEASE USE ONE (1) REQUEST FOR EACH ITEM ORDERED.

QUANTITY	DESCRIPTION
<b>70</b>	<b>504 N. Avon</b>

PADS  50 OR  100  NUMBERED FROM # \_\_\_\_\_ TO # \_\_\_\_\_

NCR SETS PAPER **Cardstock**

PUNCHED 2-HOLE SIZE \_\_\_\_\_

PUNCHED 3-HOLE COLOR **Cosmic Orange**

COLLATED INK COLOR \_\_\_\_\_

STAPLE

FOLD

SPECIAL INSTRUCTIONS \_\_\_\_\_

CALL WHEN READY: NAME Xavier Thomas EXT: 5250