



Name:		Name:		
Copy Code:	#of Copies	Copy Code:	#of Copies	
Today's Date:	Date Needed:	Today's Date:	Date Needed:	
1 sided origin	al to 1 sided copy	asided orig 1 sided	1 sided original to 1 sided copy	
1 sided origin	al to 2 sided copy	1 sided orig	inal to 2 sided copy	
2 sided original to 1 sided copy		2 sided original to 1 sided copy		
2 sided original to 2 sided copy		2 sided original to 2 sided copy		
Sort (123,123,123, etc.)		Sort (123,123,123, etc.)		
্রি Stack (111,222,333, etc.)		Stack (111,2	Stack (111,222,333, etc.)	
Staple Comments:		Staple	Staple	
Comments:		Comments:	Comments:	
Highland Lakes School Name:		Highland Lakes School Name:		
	#of Copies	Copy Code:	#of Copies	
Today's Date:	Date Needed:	Today's Date:	Date Needed:	
1 sided original to 1 sided copy		1 sided original to 1 sided copy		
1 sided original to 2 sided copy		1 sided original to 2 sided copy		
\bigcirc 1 sided original to 2 sided copy \bigcirc 2 sided original to 1 sided copy		2 sided original to 1 sided copy		
2 sided original to 1 sided copy 2 sided original to 2 sided copy		2 sided original to 2 sided copy		
Sort (123,123,123, etc.)		Sort (123,123,123, etc.)		
Stack (111,222,333, etc.)		Stack (111,222,333, etc.)		
Staple		Staple Staple		
Comments:		Comments:		