

Thesis Binding Order Form

The Evergreen State College Graduate Program on the Environment and B & J Bookbinding Company

Please **TYPE** information

Student Name: _____

Daytime Phone Number: _____

Email Address: _____

☐ Yes, I want my email included on the MES alumni listserv ☐ No, I don't want my email on the listserv

Evergreen Account No. **29019-52504** (MES Thesis Binding)

PRINT GUIDELINES

Binding Style: BASIC Lettering: BASIC, FORM B

Note: Only 50 characters (spaces included) per line

Name on Spine & Cover: _____

Degree: _____ Year: _____

Thesis Title:

Line #1 _____

Line #2 _____

Line #3 _____

Line #4 _____

BINDING FEES/LETTERING FEES

BINDING FEES

		(each book)
1	Book	\$ 26.50
2-3	Books	\$ 25.75
4-5	Books	\$ 24.75
6-15	Books	\$ 24.00
16-24	Books	\$ 23.65

LETTERING FEES

		(per line)
1	Book	\$ 8.00
2-3	Books	\$ 7.70
4-5	Books	\$ 7.30
6-15	Books	\$ 6.50
16+	Books	\$ 5.90

CHARGES

Binding Fees

1. # of Books _____ X \$ _____ Basic Binding\$ _____

Lettering Fees (Note: Maximum 50 letters/spaces per line for the cover title)

2. Spine 1 line X _____ Books X \$ _____ per line\$ _____

3. Front _____ lines X _____ Books X \$ _____ per line\$ _____

REMEMBER-count your name on the cover as one line!

Other Charges

4. Thickness (only if *over* 2" thick; max. 3") _____ Books X \$15.00 ...\$ _____

5. Shipping Charge (flat rate)\$ 3.00

Total Charges (add lines 1-5)\$ _____

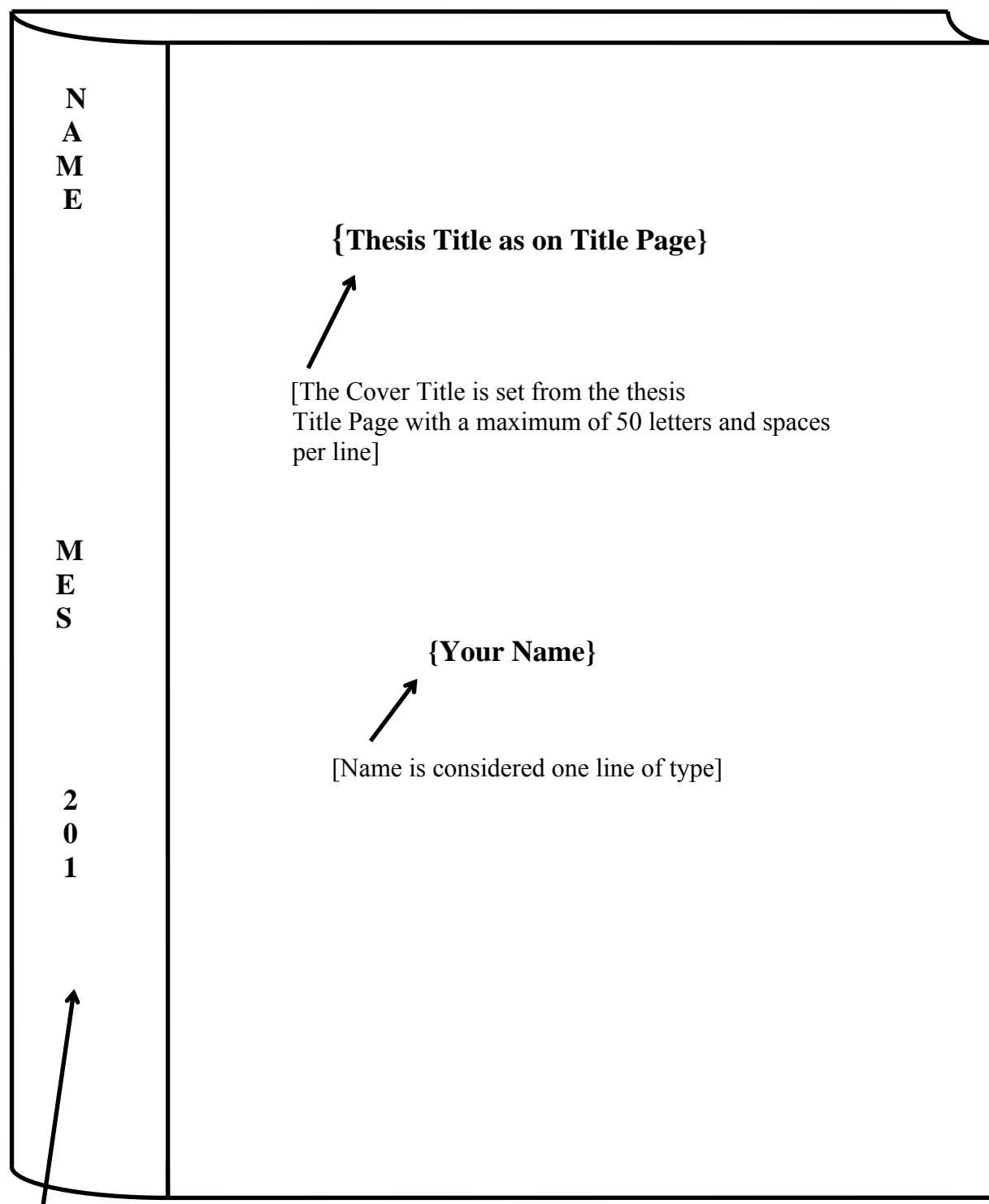
Submit to Assistant Director, MES (Lab I, 3022):

- properly formatted disk with pdf version of thesis (for Library Archives)
- total amount paid (receipt from the Evergreen Cashier's Office MUST be attached)
- 2 copies of this binding order form
- completed, signed Faculty Approval Form
- page order must be in correct APA Format and all components are included in each copy with colored paper between copies (please see thesis handbook for instructions)

Student Signature: _____

Date: _____

[Layout of Cover on Bound Copies]



[Book Spine - name, degree and year is considered one line of type]