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**GLENDALE COMMUNITY COLLEGE DISTRICT**

**REQUEST FOR DUPLICATING SERVICES – FOR GCC MATERIALS ONLY**

**Lidoush Markari-Davidian (lmarkari@glendale.edu), Ext. 5319**

**Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Div./Dept.\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Email: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Phone/Ext. \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Course: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Room \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

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**Yes No Yes No**

**Print both sides \_\_\_\_ \_\_\_\_ Bind \_\_\_\_ \_\_\_\_ Date Left \_\_\_\_\_\_\_\_\_\_\_\_**

**3-hole punch \_\_\_\_ \_\_\_\_ Staple \_\_\_\_ \_\_\_\_ Date needed \_\_\_\_\_\_\_\_\_\_\_\_**

**Collate \_\_\_\_ \_\_\_\_ Cut \_\_\_\_ \_\_\_\_ Time Needed \_\_\_\_\_\_\_\_\_\_\_\_**

**Special Instructions: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

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