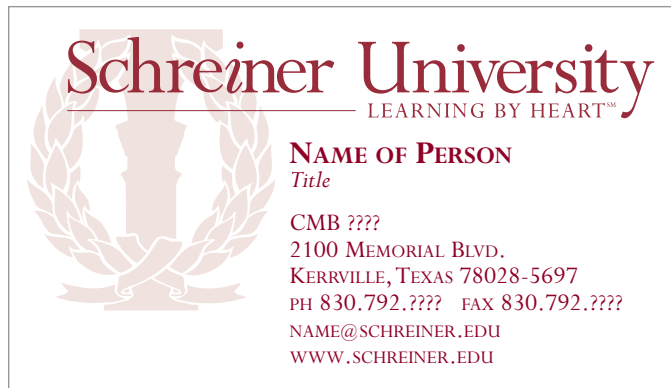


## STATIONERY



business card front



business card back

The official identity package should be used by all university staff and faculty on business cards and stationery.

### How to order business cards or stationery

1. Contact Barbara Young, [youngb@schreiner.edu](mailto:youngb@schreiner.edu), for a business card or stationery order form.
2. Fill out the order form and return it.
3. When ordering business cards, no sample is required.
4. When ordering stationery, a hard copy sample needs to be attached to the order.