



Coastal Bend COLLEGE

Business Cards

- Acquire your PO (RR in dps) for \$50 vendor #13543. If you would like expedited shipping, acquire your PO for \$120.
- After you've received your PO#,
 - Submit your business card details and PO # to printing@coastalbend.edu with the following information:
 - **Name:**
 - **Job Title:**
 - **Email Address:**
 - **CBC Location:**
 - **Office Phone Number:**
 - **Fax Number (Optional):**
 - **Mobile Number (Optional):**
 - **PO#:**

Business cards usually arrive within a week of the approval for regular shipping.