



Customer Shipping Record

Delivery Area

Pickup Date

Account Information

Account Number

Account Name

Address

Contact Name

Contact Phone

Shipment Information

Pickup Date

Required Date

BINDERY USE ONLY

Shop Work Order #:

Lot Number:

Requested Items

Binding Tickets Boxes

Remarks

Library Signature _____ Driver Signature _____

| MATERIALS SENT | LIBRARY COUNT | | BINDERY COUNT | |
|----------------------------|---------------|---------|---------------|----------|
| | Cartons | Volumes | Volumes | Initials |
| Periodicals | | | | |
| Custom | | | | |
| Standard | | | | |
| Monographs | | | | |
| Custom | | | | |
| Standard | | | | |
| Recase | | | | |
| Dusties | | | | |
| CopiCover | | | | |
| Paperbacks | | | | |
| Flexbind S (cloth) | | | | |
| Flexbind M (mylar) | | | | |
| Music | | | | |
| Scores | | | | |
| Parts | | | | |
| Pocket Book | | | | |
| Other | | | | |
| Theses/Dissertations | | | | |
| Special Reports | | | | |
| Archival Pak | | | | |
| Newspapers (Regular) | | | | |
| Newspapers (Tabloid) | | | | |
| Textbooks | | | | |
| Corrections | | | | |
| TOTALS >>> | | | | |