



Iadarola Center, Room 106  
Phone: 610-902-8213

### Poster Printer Registration

Today's Date \_\_\_\_\_ Drop-off Time \_\_\_\_\_

Student's Name \_\_\_\_\_ Student ID \_\_\_\_\_

Phone \_\_\_\_\_ Email Address \_\_\_\_\_

Professor \_\_\_\_\_ Course \_\_\_\_\_

Computer Type:  MAC  PC    Filename \_\_\_\_\_ .ppt or .pptx

Format for Submitting PowerPoint slide:  CD  Flash Drive    **Please note:** Due to size, we cannot accept emailed files.

**Cost:** Each 30 x 36 inch poster costs \$40, which covers poster, backing board, tape, and cardboard carrying tube.

**Type of Payment:**  Cash  Check  Cabrini Internal Budget Adjustment

Payment is due at time of registration. Exact change is required. Checks should be made payable to "Cabrini College."

**Deadline for Submission:** Please allow one week to get your poster printed.

**Poster Pick-up:** The Center for Teaching and Learning will email you when your poster is ready for pick up in the Iadarola Center, Room 106.

I give permission to have my research poster photographed and used by faculty in other projects.  Yes  No

There are also three local Kinko's that can provide printing services.

Their prices are much higher, but they may be able to make posters more quickly and with more variations in size.

**King of Prussia:** 610-962-0444 | **Wayne:** 610-995-1209 | **Villanova:** 610-527-0699

For more information, go to [fedex.kinkos.com/locations](http://fedex.kinkos.com/locations)

Customer Signature \_\_\_\_\_

Preparer's Name (please print) \_\_\_\_\_

Please return this completed form to Ms. Dawn Oliver, Iadarola Center, Room 106.

Phone: 610-902-8213 | Email: [tjo722@cabrini.edu](mailto:tjo722@cabrini.edu)