



# The English Center

MIAMI-DADE COUNTY PUBLIC SCHOOLS  
Full-Service Adult Education



## GRAPHICS DEPARTMENT REQUEST FORM

To: Mr. Frantz S. Jean-Louis, Assistant Principal

From: \_\_\_\_\_

Department: \_\_\_\_\_

Description: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Date Needed: \_\_\_\_\_

For Printing: \_\_\_\_\_

Size: \_\_\_\_\_

Quantity: \_\_\_\_\_

Laminate: \_\_\_\_\_

Corrections #: \_\_\_\_\_

Observations: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Approved: \_\_\_\_\_

Not Approved: \_\_\_\_\_

Signature: \_\_\_\_\_

Date: \_\_\_\_\_