

Form 01**REQUEST FORM FOR TRC SERVICES**

Technical resource center, faculty of Medicine, Peradeniya

Request
 Name:
 Designation:
 Department :
 Contact Tel. No:
 Nature of the requested Service:

Material - Provided
 Not provided

Services

- Data Entry & page formatting (Laser/Color)
 Formating & Laser printing (laser/Color)
 Only printing (Laser color)
 Riso Graph
 Spiral Binding
 Tape Binding
 Laminating
 Scanning
 Digital Imaging Editing
 CD Writing
 Photocoping

.....
 Date Head of the Dept.

Recommondation

Head-Technical Resource Centre
 Faculty of Medicine

Job No :- SR/20 /

Date/Time :-

Qty

Data entry & page formatting	Laser	
	Black & Waite	
Formating & printing	Laser	
	Black & Waite	
Printing only	Laser	
	Black & Waite	
Risograph	Masters	
	Prints A4	
	Prints B4	
CD Writing		
Spiral Binding		
Tape Binding		
Laminating		
Scanning		
Digital Photo Editing		
Photocoping		