

Business card orders

Business cards are ordered twice a month: on the second and fourth Fridays. When submitting a request for business cards, please provide the following information and submit request to Carolyn Chin at cchin@stars.ca

Billing details

Fund	Base	Department	Code	Department	T-code
			6345		

Name: _____ Pronouns (optional): _____

Credentials: _____

Job title: _____

Department: _____

Telephone: _____ Cell (optional): _____

Email: _____ @stars.ca

Address, choose one:

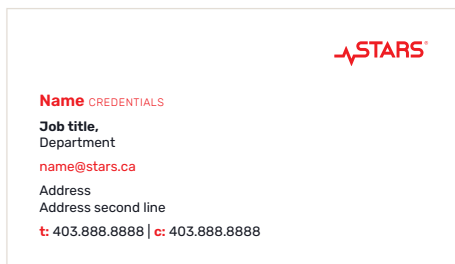
- 1441 Aviation Park NE, Box 570, Calgary, Alberta T2E 8M7
- Suite 100, 1519 35 Ave. East, Edmonton International Airport, Alberta T9E 0V6
- 10911 – 123 St., Grande Prairie, Alberta T8V 7Z3
- 155 West Hangar Rd., Winnipeg, Manitoba R3J 3Z1
- Mosaic Hangar, 2640 Airport Rd., Regina, Saskatchewan S4W 1A3
- Nutrien Hangar, 2475 Airport Rd., Saskatoon, Saskatchewan S7L 1M4
- Other address: _____

Manager's title and signature of approval

Date _____

Sample card shown below

If no selection is made for side 2, the default (option A) will be used.



Side 2, option A



Side 2, option B



Side 2, option C

