

NOAA FORM 50-5A (04/01)		U.S. DEPARTMENT OF COMMERCE National Oceanic and Atmospheric Administration		TO: PRINTING & REPROGRAPHICS BRANCH FACILITIES SERVICES DIVISION OFA721, ROOM 3830, SSMC-3		JOB NO. 3 DATE OF REQUISITION	
REQUISITION FOR DUPLICATING SERVICE <i>ORIGINATOR:</i> Retain last (white) copy for your records and forward balance of set with job				CONTROL NO.		DOCUMENT USE <input type="checkbox"/> Public <input type="checkbox"/> NOAA/DOC	
FROM: (Organization, bldg., room no.)		NAME & PHONE NO. OF PERSON TO CONSULT FOR REFERENCE		DOCUMENT TITLE			
NO. OF ORIG. (Pages Submitted)	COPIES	PAPER COLOR 5	COVER COLOR 6	PAPER SIZE <input type="checkbox"/> 8 1/2 x 11 inches <input type="checkbox"/> 11 x 17 inches OTHER _____	3 HOLE PUNCH <input type="checkbox"/> 1/4" Diameter <input type="checkbox"/> 5/16" Diameter <input type="checkbox"/> 3/8" Diameter	<input type="checkbox"/> COLLATE <input type="checkbox"/> FOLIO <input type="checkbox"/> Sample Attached	STAPLE <input type="checkbox"/> 1 STAPLE TOP <input type="checkbox"/> 2 STAPLES SIDE TAPE BINDING <input type="checkbox"/> BLACK <input type="checkbox"/> BLUE
<input type="checkbox"/> PRINT BLACK <input type="checkbox"/> ONE SIDE ONLY <input type="checkbox"/> TWO-SIDED <input type="checkbox"/> HEAD TO FOOT	<input type="checkbox"/> ONE SIDE ONLY <input type="checkbox"/> TWO-SIDED <input type="checkbox"/> HEAD TO FOOT	MAILING/DISTRIBUTION INSTRUCTIONS					
NO. OF COPIES		NAME/TITLE OF PERSON		ADDRESS (Include routing code/building)		ADDITIONAL INFORMATION	
Originals To:		CALL FOR PICK-UP Name		Phone No.		Date	
ORG. CODE		TASK NUMBER		APPROVING OFFICIAL (Print Name)		SIGNATURE	
FOR PLANT USE ONLY							
DATE RECEIVED	PRESS NO.	NO. PLATES	NO. UNITS	FOR USE BY PLANT MANAGER			
DATE JOB READY	NO.	NO.	NO.	APPROVED FOR PRINTING			
CHARGE BACK COST	NO.	NO.	NO.	Init.	Date		

- Revision date should read: (5/06)
- The address should read:

LOGISTICS MANAGEMENT BRANCH
 LOGISTICS DIVISION
 OFA571, RM 3830, SSMC-3

- No numbers should appear in this block.
- The selection "Public" should be changed to "Public/Frequency ____"
- "PAPER COLOR" should read: "PAPER COLOR/TYPE"
- "COVER COLOR" should read: "COVER COLOR/TYPE"
- The second selection, "5/16" Diameter" should read: "5/16" Diameter (std)"