

Kim Williams, Clerical Assistant II ☎ 6072 Joseph West, Technician ☎ 6213
Cheryl Burleson, Clerical Assistant III ☎ 6210 Shirlene Thatch, Coordinator ☎ 6211
Tami Murakami, Graphic Artist ☎ 6212 Dr. Rosa Hall, Dean ☎ 6457



ANTELOPE VALLEY COLLEGE

Instructional Multimedia Center



EDITING AND DUPLICATION REQUEST

Date _____ Extension _____
Requested by _____ Dept/Division _____
Requested Project Completion Date _____
Print

PROJECT

- Instructional
- Non-Instructional
- Special Project
(Flex, Staff Development, etc)
- Other _____

DESCRIPTION

- Editing *(copyright release on back must be signed)*
- Video duplication *(copyright release on back must be signed)*
- Audio duplication *(copyright release on back must be signed)*

Additional Instructions _____

Requestor's Signature _____

For Office Use Only

Estimated time required for project _____ Approved

Shirlene Thatch, Coordinator _____ Date _____

Notations _____

