



Print & Mail Services

University of Missouri

Print & Mail Services

2800 Maguire Blvd.

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PorterBP@missouri.edu

Mail Services Barcode Label Request

New Reorder Delete

Department Name: _____

Department ID: _____

Name (*Divisional Fiscal Officer*): _____

Name (*Contact Person*): _____

E-Mail: _____

Phone Number: _____

Room & Building: _____

Campus Mail Code: 65211- _____

or

Hospital Mail Code: DC _____

MoCode Description: _____

Expiration Date: _____

MoCode & PS Account: _____

Quantity Ordered: _____

80 barcodes per sheet

Sheets

Date: _____

Signature

(*Authorized Representative*)