

Storefront Instructions

- Go to anderson.edu/storefrontorders
- Login with your department/school/office username and the password Ravens12.
- Select a category on the left in order to see your items.

The minimum quantity for customized letterhead and envelopes is 250. The minimum quantity for business cards is 500.

Once you are ready to place your order, make sure to enter your budget number and the location to which items should be delivered.

After delivery, you will receive an invoice that needs to be processed through the business office. Your budget number at the time of the order serves to route your invoice.

Questions: publications@anderson.edu