

# OCTC MATERIAL CENTER PROJECT REQUEST FORM

<p style="text-align: center;"><b><u>DIRECTIONS FOR ORDERING:</u></b></p> <ol style="list-style-type: none"> <li>1. Complete this form.</li> <li>2. <b>Please send construction paper with order form.</b></li> <li>3. Allow (2) weeks turn around time!</li> </ol>	<p style="text-align: center;"><b><u>PLEASE SEND TO:</u></b></p> <p style="text-align: center;"><b>Lisa Crump – c/o Material Center</b>  <b><u>lcrump@pacs.cnyric.org</u></b>                  Lura Sharp Elementary                  2 Hinman Road, Pulaski, NY 13142                  Phone or Fax: (315) 298-6881</p>
<b>IMPORTANT: PLEASE LIST THE NAMES OF ALL PERSONS WHO WILL BE RECEIVING PART OF THIS ORDER – ATTACH ADDITIONAL SHEET IF MORE SPACE IS NEEDED</b>	
<b>Name and Position</b>	(K-6)    (7-12)    District:
	<input type="checkbox"/> <input type="checkbox"/> School:
	<input type="checkbox"/> <input type="checkbox"/> School Ph:
	<input type="checkbox"/> <input type="checkbox"/> Date:
	<input type="checkbox"/> <input type="checkbox"/> Date Needed:
	<input type="checkbox"/> <input type="checkbox"/>

**LETTER DIE CUTS:** Please print exactly as you want lettering to appear, indicating colors (can use separate sheet of paper). Remember, one 9 x 12 sheet of paper yields four-4" figures or 16-2" letters.

- |                                   |                                    |                                   |
|-----------------------------------|------------------------------------|-----------------------------------|
| _____ Block Letters 2" capital    | _____ Block Letters 4" lower case  | _____ Sign Language Alphabet 4"   |
| _____ Block Letters 2" lower case | _____ Block Numbers 4"             | _____ Vagabond Letters 3" capital |
| _____ Block Numbers 1 1/4"        | _____ Circus Letters 4" capital    | _____ Vagabond Letters 3" lower   |
| _____ Block Numbers 2"            | _____ Circus Letters 4" lower      | _____ Vagabond Numbers 3"         |
| _____ Block Letters 4" capital    | _____ D'nealian Letters 3" capital |                                   |

**DECORATIVE DIE CUT BLOCKS** (ONE 9 X 12 SHEET YIELDS 4 CUTS – **HIGHLIGHTED CUTS YIELD 8 PER SHEET**)

**PLEASE INDICATE QUANTITY AND COLOR.**

- |  |  |  |  |
|--|--|--|--|
| _____ Acorn<br>_____ Airplane<br>_____ Alligator<br>_____ Ant<br>_____ Apple<br>_____ Arrow<br>_____ Award Ribbon<br>_____ Award Seal<br>_____ Badge<br>_____ Badge Maker (Circle)<br>_____ Balloons<br>_____ Banana<br>_____ Baseball Hat<br>_____ Basket # 2*<br>_____ Bat<br>_____ Beaker<br>_____ Bear<br>_____ Beaver<br>_____ Bee<br>_____ Beetle<br>_____ Bell<br>_____ Bingo Card<br>_____ Bingo Markers<br>_____ Birds & Bugs*<br>_____ Bird # 3<br>_____ Birthday Cake<br>_____ Bone<br>_____ Box # 24 Pie<br>_____ <b>Boy, Generic (small)*</b><br>_____ Buffalo<br>_____ Butterfly<br>_____ Button Maker (Circle)<br>_____ <b>Camera, Photo</b><br>_____ Candy Cane<br>_____ Car # 3<br>_____ Castle<br>_____ Cat # 2 (side view)<br>_____ Cat (front view)<br>_____ Cell Parts<br>_____ Chain<br>_____ <b>Chick</b><br>_____ <b>Christmas Light*</b><br>_____ Christmas Stocking<br>_____ <b>Christmas Stocking BB*</b><br>_____ Christmas Tree<br>_____ Christmas Tree BB<br>_____ Christmas Tree Country<br>_____ Cow<br>_____ Crayfish<br>_____ Crayon<br>_____ Deer | _____ Dominoes (2 die set)<br>_____ Dragonfly<br>_____ Duck<br>_____ Egg/Cracked<br>_____ Eggs<br>_____ Elephant, Front<br>_____ Elephant, Side<br>_____ Elf / Jester*<br>_____ <b>Envelope Open (2D)</b><br>_____ Face, Outline w/Hair<br>_____ Fan<br>_____ Feather<br>_____ Filmstrip<br>_____ Fireman<br>_____ Fire Truck<br>_____ Fish # 2<br>_____ Fish-Salmon<br>_____ Flag<br>_____ Flower # 1<br>_____ Footprint<br>_____ Fox<br>_____ Frog<br>_____ Gingerbread Man<br>_____ Giraffe<br>_____ <b>Girl, Generic (small)*</b><br>_____ Globe<br>_____ Graduate Cap # 1B<br>_____ Gumball Machine<br>_____ Hammer<br>_____ Hand Open<br>_____ Hand: Thumbs up Sign<br>_____ Happy Face<br>_____ Hearts<br>_____ <b>Heart # 2 Small</b><br>_____ Heart # 2 Large<br>_____ <b>Hearts, Primitive</b><br>_____ Hen<br>_____ Hippo<br>_____ Holly<br>_____ Horse<br>_____ House # 3<br>_____ Hot Air Balloon<br>_____ Ice Cream Cone<br>_____ Igloo<br>_____ Indian-Native American<br>_____ Itch<br>_____ Jack O'Lantern<br>_____ Jug<br>_____ Key # 2<br>_____ Kite<br>_____ Koala | _____ Ladybug<br>_____ Lamp<br>_____ Leaf / Birch<br>_____ <b>Leaf / Maple Small</b><br>_____ Leaf / Maple Large<br>_____ Leaf / Oak<br>_____ Lemon<br>_____ Light Bulb<br>_____ Lion<br>_____ Lincoln<br>_____ Lizard<br>_____ Milk/Juice Carton<br>_____ Minivan<br>_____ Mittens<br>_____ Moon<br>_____ <b>Nameplate / Apple*</b><br>_____ New York<br>_____ Octopus<br>_____ Orange<br>_____ Ornament #1A<br>_____ Pan<br>_____ Paw Print<br>_____ Peach<br>_____ Pear<br>_____ Peek-A-Boo<br>_____ Pencil Caps<br>_____ Penguin<br>_____ Pickle<br>_____ Picture Frame Award*<br>_____ Picture Frame Back # 1<br>_____ Picture Frame Back # 2*<br>_____ Picture Frame Rectangle<br>_____ Pig # 2<br>_____ Pilgrim Man<br>_____ Pioneer Woman<br>_____ Planets # 1<br>_____ Planets # 2<br>_____ Pop-Up # 2<br>_____ Pumpkin<br>_____ Puppet Frog<br>_____ Push Pin<br>_____ Puzzle, Perpetual<br>_____ <b>Puzzle Pieces</b><br>_____ 4 A<br>_____ 4 B-C<br>_____ 4 D-E<br>_____ Queen<br>_____ Rabbit<br>_____ Rainbow<br>_____ Rat<br>_____ Reindeer (Country) | _____ Ribbon<br>_____ Rocket Ship<br>_____ Sailboat<br>_____ Sailing Ship<br>_____ Santa # 1<br>_____ Santa # 2<br>_____ Santa # 4*<br>_____ Scarecrow*<br>_____ School Bus<br>_____ School House<br>_____ Scottie Dog<br>_____ Senses (5), Large*<br>_____ <b>Senses (5), Small*</b><br>_____ Shamrock<br>_____ Shoes, Sandal<br>_____ Snail<br>_____ Snowflake # 2<br>_____ Snowflake BB<br>_____ Snowman<br>_____ Sock<br>_____ Space Shuttle<br>_____ Spider<br>_____ Squirrel<br>_____ Star, # 1B<br>_____ Star, BB<br>_____ Star, Primitive<br>_____ Star, Puffy<br>_____ Starfish<br>_____ Statue of Liberty<br>_____ Sunflower<br>_____ Teddy Bear<br>_____ Telephone<br>_____ Tennis Shoe # 1A<br>_____ Tessellating "T"<br>_____ Tickets<br>_____ Tooth<br>_____ Top, Spinning<br>_____ Tortoise<br>_____ Tulip<br>_____ Turkey<br>_____ Umbrella<br>_____ Unicorn<br>_____ Vase<br>_____ Walrus<br>_____ Washington<br>_____ Watch<br>_____ Whale<br>_____ Whistle<br>_____ Wind<br>_____ Zebra |
|--|--|--|--|

**DECORATIVE DIES – CALENDAR SIZE**

NUMBERS: PLEASE CIRCLE YOUR CHOICE(S) 0 1 2 3 4 5 6 7 8 9

\_\_\_\_\_ Apple  
 \_\_\_\_\_ Award # 1  
 \_\_\_\_\_ Basket # 1  
 \_\_\_\_\_ Birthday Cake  
 \_\_\_\_\_ Christmas Tree # 1  
 \_\_\_\_\_ Cornucopia  
 \_\_\_\_\_ Crayon  
 \_\_\_\_\_ Firecracker

\_\_\_\_\_ Flower # 1  
 \_\_\_\_\_ Flower # 3  
 \_\_\_\_\_ Frog # 2  
 \_\_\_\_\_ Gift & Ribbon  
 \_\_\_\_\_ Gingerbread Man  
 \_\_\_\_\_ Grad. Cap # 1  
 \_\_\_\_\_ Heart # 1  
 \_\_\_\_\_ Heart & Arrow

\_\_\_\_\_ Leaf, Maple  
 \_\_\_\_\_ Mitten  
 \_\_\_\_\_ Pail & Shovel  
 \_\_\_\_\_ Pilgrim Hat  
 \_\_\_\_\_ Pumpkin # 1  
 \_\_\_\_\_ Rabbit # 1  
 \_\_\_\_\_ Rabbit # 3  
 \_\_\_\_\_ Sailboat

\_\_\_\_\_ School Bell  
 \_\_\_\_\_ School House # 1  
 \_\_\_\_\_ Shamrock  
 \_\_\_\_\_ Snowman # 1  
 \_\_\_\_\_ Star # 1  
 \_\_\_\_\_ Teddy Bear # 1  
 \_\_\_\_\_ Turkey # 1

**X-LARGE CUTS** (9"x12" sheet of paper)

\_\_\_\_\_ Album Cover  
 \_\_\_\_\_ Album Page  
 \_\_\_\_\_ Apple with worm  
 \_\_\_\_\_ Bag # 1 - # 3-D  
 \_\_\_\_\_ Bag # 2  
 \_\_\_\_\_ Banner  
 \_\_\_\_\_ Barn  
 \_\_\_\_\_ Basket, Bushel  
 \_\_\_\_\_ Beehive  
 \_\_\_\_\_ Birdhouse # 1  
 \_\_\_\_\_ Book Open  
 \_\_\_\_\_ Book Stand  
 \_\_\_\_\_ Box # 1  
 \_\_\_\_\_ Box # 2  
 \_\_\_\_\_ Box # 3  
 \_\_\_\_\_ Box # 8  
 \_\_\_\_\_ Boy, Generic  
 \_\_\_\_\_ Calculator  
 \_\_\_\_\_ Camera, Photo  
 \_\_\_\_\_ Candlestick  
 \_\_\_\_\_ 3-D Card Plain  
 \_\_\_\_\_ 3-Hole Card Large  
 \_\_\_\_\_ Card: Fold-a-Tree\*

\_\_\_\_\_ Card Holder  
 \_\_\_\_\_ Christmas Tree  
 \_\_\_\_\_ Circle 8"  
 \_\_\_\_\_ Clipboard  
 \_\_\_\_\_ Clock Face w/Hands  
 \_\_\_\_\_ Clouds  
 \_\_\_\_\_ Dachshund  
 \_\_\_\_\_ Envelope # 1  
 \_\_\_\_\_ Envelope # 5  
 \_\_\_\_\_ Fish Bowl  
 \_\_\_\_\_ Flash Card Flipper  
 \_\_\_\_\_ Flash Card Wheel Set  
 \_\_\_\_\_ Flower Pot  
 \_\_\_\_\_ Food Pyramid & Food  
 \_\_\_\_\_ Game Board  
 \_\_\_\_\_ Games Pieces  
 \_\_\_\_\_ Girl, Generic  
 \_\_\_\_\_ Indian Teepee  
 \_\_\_\_\_ Indian Teepee #2 (3-D)  
 \_\_\_\_\_ Jar with Label  
 \_\_\_\_\_ Lighthouse  
 \_\_\_\_\_ Man # 2\*  
 \_\_\_\_\_ Mask, Comedy

\_\_\_\_\_ Mask, Tragedy  
 \_\_\_\_\_ Monkey # 1  
 \_\_\_\_\_ New York State  
 \_\_\_\_\_ Oswego County Map  
 \_\_\_\_\_ Peek-a-boo  
 \_\_\_\_\_ Picture Frame Collage  
 \_\_\_\_\_ Picture Frame Wallet  
 \_\_\_\_\_ Planets  
 \_\_\_\_\_ Pop Up # 1  
 \_\_\_\_\_ Puzzle  
 \_\_\_\_\_ Puzzle, Perpetual  
**Skeleton:**  
 \_\_\_\_\_ 1  
 \_\_\_\_\_ 2  
 \_\_\_\_\_ 3  
 \_\_\_\_\_ Spiral  
 \_\_\_\_\_ Tiger  
 \_\_\_\_\_ Tree, Bare (1 piece)  
 \_\_\_\_\_ Tree, Bare (3 pieces)  
 \_\_\_\_\_ USA Outline (1 piece)  
**USA Puzzle-48 states**  
**(Need 5 sheets of**  
**9 x 12 for 1 map)**

\_\_\_\_\_ Visor  
 \_\_\_\_\_ Woman # 2\*  
**Continent Set:**  
 \_\_\_\_\_ Africa  
 \_\_\_\_\_ Antarctica  
 \_\_\_\_\_ Asia  
 \_\_\_\_\_ Australia  
 \_\_\_\_\_ Europe  
 \_\_\_\_\_ North America  
 \_\_\_\_\_ South America  
**Larger Cuts** (4 ½ x 12 paper)  
 \_\_\_\_\_ Accordion Card  
 \_\_\_\_\_ Door Hanger/Plain  
 \_\_\_\_\_ Dulcimer  
 \_\_\_\_\_ Hat/Ribbon  
 \_\_\_\_\_ Library Card Pocket  
 \_\_\_\_\_ Name Plate/Apple  
 \_\_\_\_\_ Name Plate/Crayon  
 \_\_\_\_\_ Name Plate Star

**DIE CUT SETS**

**Book Mark Set**  
 \_\_\_\_\_ Award \_\_\_\_\_Heart  
 \_\_\_\_\_ Plain \_\_\_\_\_Star  
**Music Set**  
 \_\_\_\_\_ Bass Clef (III)  
 \_\_\_\_\_ 8<sup>th</sup>/16<sup>th</sup> Notes + Hold  
 \_\_\_\_\_ Dot (IV)  
 \_\_\_\_\_ Middle C/Whole/  
 \_\_\_\_\_ Half Note (VI)  
 \_\_\_\_\_ Quarter/Half/Whole  
 \_\_\_\_\_ Note (II)  
 \_\_\_\_\_ Rests (3 Types – VII)  
 \_\_\_\_\_ Sharp Flat (V)  
 \_\_\_\_\_ Treble Clef (1)  
**Borders Set**  
**(4 ½ x 12 paper)**  
 \_\_\_\_\_ Butterflies  
 \_\_\_\_\_ Crown  
 \_\_\_\_\_ Hearts  
 \_\_\_\_\_ Holly  
 \_\_\_\_\_ Ivy  
 \_\_\_\_\_ Stars  
**Train Set**  
 \_\_\_\_\_ Box Car  
 \_\_\_\_\_ Caboose  
 \_\_\_\_\_ Locomotive  
 \_\_\_\_\_ Tank Car

**Food Group Set**  
 \_\_\_\_\_ Dairy  
 \_\_\_\_\_ Fruit/Vegetable  
 \_\_\_\_\_ Grain \_\_\_\_\_Meat  
**Tiny Shapes Set**  
 \_\_\_\_\_ Happy Faces \_\_\_\_\_Hearts  
 \_\_\_\_\_ Stars \_\_\_\_\_Teddy Bears  
**Tiny Shapes Set\***  
 \_\_\_\_\_ Bees\* \_\_\_\_\_Butterflies\*  
 \_\_\_\_\_ Fish\* \_\_\_\_\_Flowers\*  
 \_\_\_\_\_ Shells\*  
**Diorama (4 ½ x 12 paper)**  
 \_\_\_\_\_ Fence \_\_\_\_\_ Plain  
 \_\_\_\_\_ Window \_\_\_\_\_ Flower  
**Quilt Designs**  
 \_\_\_\_\_ Quilt Design – Heart  
 \_\_\_\_\_ Quilt Design – Star  
 \_\_\_\_\_ Quilt Design – Bear Paw  
**Organs (Fit girl & boy body)**  
 \_\_\_\_\_ #1 Liver, heart, kidney  
 \_\_\_\_\_ #2 Brain, stomach  
 \_\_\_\_\_ #3 Lungs  
 \_\_\_\_\_ #4 Intestines

**Tags**  
 \_\_\_\_\_ Clear Crop Tags  
 \_\_\_\_\_ (see through)  
 \_\_\_\_\_ Tag, Folded  
 \_\_\_\_\_ Tag Holder  
 \_\_\_\_\_ Tags, Regular  
 \_\_\_\_\_ Tags, Tiny  
**Dinosaur Set**  
 \_\_\_\_\_ Brontosaurus  
 \_\_\_\_\_ Pterodactyl  
 \_\_\_\_\_ Stegosaurus  
 \_\_\_\_\_ Triceratops  
 \_\_\_\_\_ Tyrannosaurus Rex  
 \_\_\_\_\_ Velociraptor  
**Sea Life**  
 \_\_\_\_\_ Jellyfish  
 \_\_\_\_\_ Manatee  
 \_\_\_\_\_ Pelican  
 \_\_\_\_\_ Sea Otter  
 \_\_\_\_\_ Stingray  
**Snake Set**  
 \_\_\_\_\_ #1 Head  
 \_\_\_\_\_ #4 Tail  
 \_\_\_\_\_ #2 Body Segment  
 \_\_\_\_\_ #3 Body Segment

**Basic Weather Set**  
 \_\_\_\_\_ Clouds  
 \_\_\_\_\_ Raindrops  
 \_\_\_\_\_ Snowflake  
 \_\_\_\_\_ Sun  
**Clear Crop Set**  
**(see through)**  
 \_\_\_\_\_ Award  
 \_\_\_\_\_ Bookmark, Plain #2  
 \_\_\_\_\_ Heart  
 \_\_\_\_\_ Leaf  
 \_\_\_\_\_ Puffy Star  
 \_\_\_\_\_ Tag

**MATH**

\_\_\_\_\_ Hexagon 1"  
 \_\_\_\_\_ Parallelogram 1"  
 \_\_\_\_\_ Rhombi 1"  
 \_\_\_\_\_ Squares 1"  
 \_\_\_\_\_ Trapezoids 1"  
 \_\_\_\_\_ Triangles 1"  
 \_\_\_\_\_ Base 10 Blocks  
 \_\_\_\_\_ Fraction Fringe 1  
 \_\_\_\_\_ Fraction Fringe 1/2  
 \_\_\_\_\_ Fraction Fringe 1/4  
 \_\_\_\_\_ Fraction Fringe 1/8  
 \_\_\_\_\_ Fraction Fringe 1/16  
 \_\_\_\_\_ Fraction Strips #1  
**(4 ½ x 12 paper)**  
 \_\_\_\_\_ Fraction Strips #2  
**(4 ½ x 12 paper)**

**Circular Fractional Set:**  
 \_\_\_\_\_ Whole  
 \_\_\_\_\_ 1/2  
 \_\_\_\_\_ 1/3  
 \_\_\_\_\_ 1/4  
 \_\_\_\_\_ 1/5  
 \_\_\_\_\_ 1/6  
 \_\_\_\_\_ 1/8  
 \_\_\_\_\_ 1/10  
 \_\_\_\_\_ 1/12  
**Shapes Set:**  
 \_\_\_\_\_ Circle 1"  
 \_\_\_\_\_ Circle 4"  
 \_\_\_\_\_ Oval  
 \_\_\_\_\_ Rectangle  
 \_\_\_\_\_ Rhombus  
 \_\_\_\_\_ Square  
 \_\_\_\_\_ Trapezoid  
 \_\_\_\_\_ Triangle

**Large Size Math Set:**  
**(9 x 12 paper)**  
 \_\_\_\_\_ Cone 3-D  
 \_\_\_\_\_ Cube 3-D  
 \_\_\_\_\_ Cylinder 3-D  
 \_\_\_\_\_ Pyramid 3-D  
**X-Large Size Math**  
**Set: (9 x 12 paper)**  
 \_\_\_\_\_ Pentominoes 1  
 \_\_\_\_\_ Pentominoes 2  
 \_\_\_\_\_ Pentominoes 3  
 \_\_\_\_\_ Pentominoes 4  
 \_\_\_\_\_ Tangram

**If you want to make: Elastic**  
**Geometrics (9 x 12 paper)**  
 \_\_\_\_\_ Cube (6 squares)  
 \_\_\_\_\_ Pyramid (4 triangles)  
 \_\_\_\_\_ Octahedron (8 hexagons  
 & 6 squares)  
 \_\_\_\_\_ Soccer Ball (20 hexagons  
 & 12 pentagons)  
 \_\_\_\_\_ Octagon  
 \_\_\_\_\_ Square/Pentagon  
 \_\_\_\_\_ Hexagon/Triangle  
**Math Signs**