

# NWSBA CENTER SUPPLIES CHECKLIST

If you take or open the last of any item on the list, please check the re-order form below. Form should be returned to [jbarth@nwsba.org](mailto:jbarth@nwsba.org). *(This is the list of all approved materials that will be supplied by the Association.)*

PRINTERS <input type="checkbox"/> Toner: Jet Pro 6835 <input type="checkbox"/> Toner: Brother TN 730 (standard toner) <input type="checkbox"/> Toner: Brother TN 760 (high yield)	
COPY PAPER	
WATER	
COFFEE	
COFFEE CUPS	
PLASTIC or PAPER CUPS (for water)	
SUGAR	
CREAMER	
STIRS	
NAPKINS	
STAPLES	
HAND SANITIZER	
COLLATERAL MATERIALS FOR OUTSIDE RACK <input type="checkbox"/> Brochures _____ <input type="checkbox"/> Pro Bono Desk Information Flyer <input type="checkbox"/> Legal Self Help Center Information Flyer <input type="checkbox"/> Sign In Sheets for Clipboard	

**A PDF OF THIS LIST CAN BE FOUND ON THE NWSBA WEBSITE:**

**[nwsba.org](http://nwsba.org) > About Us > NWSBA Center**

**Print then fax to: 224-404-4128**

**or**

**Scan and Email to: [jbarth@nwsba.org](mailto:jbarth@nwsba.org)**