

## District Print Center Information 2018 - 2019

If you are a PTA Chairperson looking to make copies for distribution, please take the following steps:

1. Contact your PTA Board member who is assigned to your committee.
2. Verify where cost associated with printing will come out of budget.
3. PTA Board Member will advise you of login name and password (can't put up on website for obvious concerns).
4. Login to the following:  
<http://ncusd203.myprintdesk.net/dsf/asp9/storefront.aspx>  
Continue with instructions via Districts website.
5. If you have problems the District Print Center staff can assist you from 7a.m. to 4p.m. and can be reached at 630-428-6560.

Thank you,  
Peterson PTA