

DUPLICATING SERVICES - PRICING SHEET

NCR - CARBONLESS FORMS 8 1/2" x 11"	Price
2-Part, 250 sets (white, yellow)	\$50.00
3-Part, 167 sets (white, yellow, pink)	\$50.00
4-Part, 125 sets (white, yellow, pink, goldenrod)	\$50.00
Double Sided, add	\$25.00
8 1/2" x 14"/ per ream	\$60.00
11"x17"/ per ream	\$75.00

LAMINATING SERVICES		
Prices based on number of sheets per size	Staff	Student
8 1/2"x11" 5MIL	\$2.50	\$2.75
8 1/2"x14" 5MIL	\$3.00	\$3.25
11"x17" 5MIL	\$3.50	\$3.75
Large format per square foot	\$2.50	\$2.50

FULL COLOR COPYING		
Size of Paper	Staff	Student
Letter 8.5"x11"	\$0.20	\$0.22
Legal 8.5"x14"	\$0.30	\$0.33
Ledger 11x17"	\$0.40	\$0.44
12"x18"	\$0.60	\$0.66
Cardstock 8.5"x11"	\$0.25	\$0.25
Cardstock 11"x17"	\$0.50	\$0.50

BLACK AND WHITE COPYING		
Size of Paper	Staff	Student
Letter 8.5"x11"	\$0.05	\$0.06
Legal 8.5"x14"	\$0.07	\$0.08
Ledger 11x17"	\$0.10	\$0.11
12"x18"	\$0.12	\$0.13
Cardstock 8.5"x11"	\$0.08	\$0.08
Cardstock 11"x17"	\$0.15	\$0.15

LARGE FORMAT	Price
24lb per square footage	\$1.50
32lb per square footage	\$2.00
45lb per square footage	\$3.00
Regular Gloss	\$4.00
Heavy Gloss	\$5.00
Satin Finish	\$5.00
Vinyl/Canvas	\$7.00
Additional Grommets, each	\$3.00

FINISHING SERVICES					
	1-100 Sheets	101-250 Sheets	251-500 Sheets	501-750 Sheets	751-1000 Sheets
Folding Cost	\$2.50	\$5.00	\$10.00	\$15.00	\$20.00
Booklet Making/Saddle Stitch per book					\$0.05
3-hole Punching per sheet					\$0.01
Cutting: Per cut/Per ream					\$2.00

Note: Folding has a charge of \$5.00/per 500 sheets after.

BINDING SERVICES												
Tape Bind	Staff						Student			Price		
	Narrow	Medium	Wide	Narrow	Medium	Wide	Narrow	Medium	Wide			
	\$2.50	\$3.00	\$3.50	\$2.75	\$3.50	\$3.75						
	Up to 100 Sheets			Up to 150+ Sheets								
Comb/Spiral Bind	\$2.00		\$2.50						\$2.25		\$2.75	
Cover Bind	\$2.00		\$2.50						\$2.25		\$2.75	
Clear Vinyl Covers											\$0.50	
Black Back Vinyl Covers											\$0.50	

Note: Capacity is based on 20lb paper. Thick Paper or card stock may affect final pricing.

Any letter stuffing jobs are \$35.00/per hour.

*Prices are subject to change.

A&F, Finance

Aug-14