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## Black and White Copies

### White Papers

8½ x 11	20# Standard White	\$ .07
8½ x 11	28# Bright White	.10
8½ x 14	20# Standard White	.08
11 x 17	20# Standard White	.14
11 x 17	28# Bright White	.20

### Color Papers

8½ x 11	20# Pastel	\$ .08
8½ x 11	24/60# Astro	.11
8½ x 11	Card Stock	.13
8½ x 11	Résumé or C1S	.14
8½ x 14	20# Pastel	.09
8½ x 14	24/60# Astro	.14
11 x 17	20# Pastel	.16
11 x 17	24/60# Astro	.22

### Specialty Papers

8½ x 11	Transparencies (B&W)	\$ .75
9 x 11	Tabs ea.	.35
NCR	2-Part Carbonless (set)	.20
NCR	3-Part Carbonless (set)	.30

### Special Black & White Services

Manual Loose Originals (per page)	\$ .10
Book Copies (per page)	.25
Enlargements and Reductions	.10

## Binding

Steel	\$ 2.00
Plastic Spiral & Comb	3.00
Cardstock covers (set)	.26
Clear or vinyl covers (set)	.90
Thickness over 1" (additional)	1.00

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## Color Copies

### Color Laser Copies/Prints

8½ x 11	28# Bright White	\$ .50
8½ x 11	28# Bright White 2-sided	.90
8½ x 11	C1S or 32# & 80# gloss	.55
8½ x 11	Color transparencies	2.00
8½ x 14	28# Bright White	.60
11 x 17	28# Bright White	1.00
11 x 17	28# Bright White 2-sided	1.80

### Special Color Services

Enlargements and Reductions	\$ 1.00
Editing (special colorization, crop, etc)	1.00
Book copies (per page)	.59

## Posters, Signs and Banners

(From digital files only) per sq. in.

Black & White / Heavy Coated Paper	.015
Color / Heavy Coated Paper	.03
Black & White / Semi-gloss Paper	.02
Color / Semi-gloss Paper	.04
Add'l charge - heavy ink coverage	.01
Add'l to mount on white foam board	.025

## Fax Service

Local (first page)	\$ .50
each additional page	.50
Domestic Long Distance (first page)	1.00
each additional page	.50
International (first page)	3.00
each additional page	1.00
Incoming Faxes (per page)	.50

## Scanning

Text Scan (first page)	\$ 2.50
each additional page	.05
Graphics Scan (per image)	2.50

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## Finishing Services

(items with an asterick require a \$5.00 setup charge)

Laminate (business card size)	\$ .50
Laminate 8½ x 11	1.90
Laminating (per sq. in.)	.02
3-Hole Punch (per page)	.01
Shrink Wrap (up to 250 sheets of 8½ x 11)	.50
Machine Staple (per Staple)	.02
Hand Staple (per staple)	.05
Machine fold (per page)	.02
Cutting (per cut)	.50
*Scoring (per score)	.05
*Slitting (per strike)	.05
*Perforating (per strike)	.05
*Machine Numbering (per strike)	.05
Drilling (per page)	.01
Hand Collate (per page)	.05
Hand Insertion (per page)	.05
Special Handling (per hour)	25.00
Graphic Design (per hour)	45.00
Padding (per pad)	.50

## Sheet Paper (8½ x 11)

(11 x 17 is double the price)

Per sheet of white or pastel paper	\$ .05
Per sheet of astro or card stock	.12
Per sheet of resume	.15
Ream of 20# standard white	6.00
Ream of 20# standard pastel	10.00
Ream of astro or card stock	15.00
Ream of resume	20.00

## Buttons - 2¼"

13 to 250 (price ea)	\$ .75
(Minimum of 12 @ \$1.00 ea, over 250 @ \$.50 ea)	