



Copy Services - (Prices include collating, and 1 corner staple)

8.5 x 11 20# White Paper	Unit	8.5 x 14 20# White Paper	Unit
1 Side Single Sheet	0.045	1 Side Single Sheet	0.055
2 Side Single Sheet	0.09	2 Side Single Sheet	0.088
8.5 x 11 20# White 3-Hole Punch	Unit	8.5 x 14 65# White Cover	Unit
1 Side Single Sheet	0.051	1 Side Single Sheet	0.098
2 Side Single Sheet	0.096	2 Side Single Sheet	0.143
8.5 x 11 20# Color Paper	Unit	11 x 17 70# White Paper	Unit
1 Side Single Sheet	0.053	1 Side Single Sheet	0.068
2 Side Single Sheet	0.075	2 Side Single Sheet	0.111
8.5 x 11 65# Starbright White Cover	Unit	11 x 17 70# Color Paper	Unit
1 Side Single Sheet	0.066	1 Side Single Sheet	0.07
2 Side Single Sheet	0.104	2 Side Single Sheet	0.115
8.5 x 11 67# Color Cover (All Colors)	Unit	11 x 17 65# Color Cover	Unit
1 Side Single Sheet	0.065	1 Side Single Sheet	0.116
2 Side Single Sheet	0.11	2 Side Single Sheet	0.158

Color Copies

8.5 x 11 70# White Paper (Smooth)	Unit	11 x 17 70# White Paper	Unit
1 Side Single Sheet	0.50	1 Side Single Sheet	0.60
2 Side Single Sheet	1.00	2 Side Single Sheet	1.20

Letterhead and #10 Envelopes on Watermark Bond

1 Color, SMC Capital Bond Watermark Letterhead		1 Color, SMC Capitol Bond Watermark Envelopes	
500	\$42.00	500	\$50.00
1000	\$65.00	1000	\$70.00

Business Cards

250	\$29.50
500	\$34.50

#9 & #10 White Window Envelopes

500	\$38.00
1000	\$52.00

Bindery Services (Price per Sheet)

Cutting per sheet	0.005	GBC Binding	1/4"	0.25
Pads 4.25 x 5.5 (50/pad)	0.015		5/16"	0.32
Hand Collate	0.03		3/8"	0.38
Machine Booklet Maker 2 Staples	0.0105		1/2"	0.50
Hand Booklet 2 Staples	0.011		7/8"	0.88
Machine Fold	0.0062		1"	1.00
Hand Fold	0.124	Tape Binding	5/8" ONLY	0.70