

PRODUCTS & SERVICES

High Speed Copying

- Brochures
- Calendars
- Catalogs
- Classpacks
- Flyers
- Invitations
- Labels
- Manuals
- Newsletters
- Postcards
- Posters
- Presentation Materials

Digital Color Printing

Wide Format Printing (Large Posters)

- Mounting and Laminating

Offset Printing

Online Ordering Services

Variable Data Services

Mail and Package Services

Promotional Products

And more!

PRINTING TIPS:

- Design your project for standard paper sizes
- Account for 1/4" bleed around the paper
- Include cut/crop marks for custom sizes
- Utilize website
- For multiple images on one sheet of paper, please use the Step and Repeat method
- To avoid any unforeseen complications with your order consult with a Copy Center Associate in advance

COPY + MAIL RATE SCHEDULE

Copying B+W <i>per impression includes 20lb. White paper</i>	8.5x11	11x17	12 x 18
	\$0.04	\$0.08	\$0.10
Color Copying <i>per impression includes 20lb. White paper</i>	\$0.18	\$0.36	\$0.40
Large Format Printing <i>(posters)</i>			per sq.ft.
Color Print (matte paper)			\$7.00
Color Print (gloss paper) <i>(additional services do not include print cost)</i>			\$8.00
Laminate			\$4.00
Foam Core Mount			\$5.00
Mount and Laminate			\$8.00
Grommets each			\$1.00

BINDING PRICES

Cutting	\$1.00 per cut
Padding	\$.20 per pad
Folding	\$.01 per sheet
Saddle-stitch	\$.20 per book
Scan	\$.04 per page
Laminate (8.5x11)	\$1.00 each
Laminate (11x17)	\$2.00 each
Tape Bind	\$1.80 per book
Spiral Bind	\$1.10 per book
GBC Bind	\$1.10 per book

Now Accepting – Fenway Card, Master Card, Visa,
American Express, Cash and Checks
*(Simmons Departments Account numbers
and Purchase Order numbers)*