

FAX SERVICES

SEND

1ST PAGE.....	2.00
EACH ADDITIONAL.....	1.50
FIVE OR MORE.....	1.00

RECEIVE

1ST PAGE.....	1.50
EACH ADDITIONAL.....	.50

INTERNATIONAL

1ST PAGE.....	5.00
EACH ADDITIONAL.....	3.00

BINDING

COMB

UP TO 3/4" NO COVER.....	1.50
W/ CARD STOCK COVER.....	1.60
W/ COVER STOCK COVER.....	1.70
W/ CLEAR COVER.....	2.18
W/ VINYL COVER.....	2.80
PER ADDITIONAL 1/2".....	.50

PLASTIC SPIRAL

UP TO 3/4" NO COVER.....	2.30
W/ CARD STOCK COVER.....	2.40
W/ COVER STOCK COVER.....	2.50
W/ CLEAR COVER.....	3.00
W/ VINYL COVER.....	3.60
PER ADDITIONAL 1/2".....	.50

BUSINESS CARDS

50.....	23.25
100.....	30.50
250.....	51.25
500.....	82.50
1000.....	145.00

SCANNING

COLOR

FIRST SCAN.....	5.00
EACH ADDITIONAL.....	2.00
DOCUMENT PDF.....	1.00
WIDE FORMAT.....	6.95

PAPER

PER SHEET (BLANK)

WHITE COPY PAPER.....	.05
RESUME/COLOR.....	.12
COVER STOCK.....	.07

PER SHEET W/ BLACK INK

RESUME/ COLOR.....	.15
COVER STOCK.....	.12

PER REAM

WHITE LETTER.....	4.50
ASTROBRIGHT LETTER.....	12.35
HAMMERMILL LETTER.....	12.35
WHITE LEGAL.....	11.35
WHITE 11X17.....	20.76
RESUME.....	20.50
CARD STOCK.....	21.75

PER CASE

WHITE LETTER.....	29.95
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PACKING MATERIALS

PEANUTS SM. BAG.....	1.50
PEANUTS LG. BAG.....	20.00
BUBBLE WRAP PER FOOT.....	.50

MAILBOX RENTALS

PERSONAL.....	70.00/6 MONTH
	120.00/ YEAR
BUSINESS.....	190.00/YEAR
KEY DEPOSIT.....	10.00
PACKAGE ACCEPTANCE.....	13.50/MONTH

COMPUTER RENTALS

SELF-SERVICE

1 HOUR.....	20.00
5 MINUTES (MIN).....	5.00

FULL SERVICE

1 HOUR.....	45.00
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BUTTONS

1—20 *.....	3.00
21-100 *.....	2.50
101 + *.....	2.00

* These prices are for same type buttons

TYPESSETTING

RESUMES.....	22.00
NEWSLETTERS.....	45.00
BUSINESS CARDS.....	15.00
LETTERS.....	15.00
LETTERHEAD.....	10.00
FLYERS.....	20.00
INVOICES.....	25.00
MENU SETUP.....	45.00
BROCHURES.....	45.00

FOLDING

IF WE CREATED IT:

HAND FOLDING.....	.05
MACHINE FOLDING.....	.01

IF WE DID NOT CREATE IT:

HAND FOLDING.....	.10
MACHINE FOLDING.....	.05

LABOR

15 MINUTES.....	6.25
NOTARY SERVICES.....	5.00

Custom labels

2 1/2" Round

Up to 499.....	.59
500 or more.....	.38
1000 or more.....	.27

2"X3"

Up to 499.....	.61
500 or more.....	.39
1000 or more.....	.28

3"X4"

Up to 499.....	.74
500 or more.....	.42
1000 or more.....	.29

4"X5"

Up to 499.....	1.35
500 or more.....	.75
1000 or more.....	.47

CD's

CD Burning & Labeling.....	3.50 each+ setup
CD Burning.....	3.00 each

BLACK AND WHITE COPIES

8.5X11.....	10
2ND SIDE.....	.09
8.5X14.....	12
2ND SIDE.....	10
11X17.....	18
2ND SIDE.....	11

ON COLOR PAPER

8.5X11.....	15
2ND SIDE.....	.09
8.5X14.....	18
2ND SIDE.....	10
11X17.....	20
2ND SIDE.....	11

COLOR COPIES

8.5X11.....	.99
2ND SIDE.....	.50
8.5X14.....	1.25
2ND SIDE.....	.75
11X17.....	3.00
2ND SIDE.....	1.50
COLOR TRANSPARENCIES.....	4.00
T-SHIRT TRANSFERS.....	4.25
CALENDARS.....	25.00

ENVELOPES

PRINTED	
WHITE#10.....	12
RESUME#10.....	30
BLANK	
WHITE#10.....	.05
RESUME#10.....	.25
INVITATION.....	.25

SELF INKING STAMPS

SMALL (1438).....	13.50
MEDIUM (2260).....	18.50
LARGE-RED (2770).....	24.50
LARGE(4090).....	33.50

PASSPORT PHOTOS

ALL.....	15.00
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BULK RATES

BLACK AND WHITE COPIES

8.5X11 ONE SIDED	
101-500.....	.07
501+.....	.05
8.5X11 TWO SIDED	
101-500.....	.12
501+.....	.09
8.5X14 ONE SIDED	
101-500.....	.10
501+.....	.08
8.5X14 TWO SIDED	
101-500.....	.18
501+.....	.15
11X17 ONE SIDED	
101-500.....	.15
501+.....	.12
11X17 TWO SIDED	
101-500.....	.23
501+.....	.19

ON COLORED PAPER

8.5X11 ONE SIDED	
101-500.....	.12
501+.....	.10
8.5X11 TWO SIDED	
101-500.....	.21
501+.....	.18
8.5X14 ONE SIDED	
101-500.....	.15
501+.....	.12
8.5X14 TWO SIDED	
101-500.....	.25
501+.....	.22
11X17 ONE SIDED	
101-500.....	.20
501+.....	.13
11X17 TWO SIDED	
101-500.....	.27
501+.....	.23



LAMINATING

LETTER/LEGAL.....	1.50
11X17.....	1.95
PER LINEAR FOOT.....	2.50
LUGGAGE TAGS.....	1.00
CARD.....	0.75

NCR FORMS

2-PART	
1-100.....	.32
101-500.....	.18
501+.....	.16
3-PART	
1-100.....	.42
101-500.....	.22
501+.....	.15

WIDE FORMAT COPIES

18X24.....	1.75
24X36.....	2.50
30X42.....	3.25
VELLUM.....	5.00

COLOR

SQUARE FOOT (COLOR).....	6.95
SQUARE FOOT (B/W).....	3.75
PHOTO PAPER.....	10.00

REDUCTIONS

8.5X11.....	1.50
8.5X14.....	1.75
11X17.....	2.00