

Copy Center Price Sheet

Total job cost is the cost of the copying/printing plus the cost of the paper, plus any finishing

Copying/Printing costs Cost per image – double sided equals 2 images

| Quantity | 1-99 | 100-249 | 250-499 | 500+ |
|-----------|--------|---------|---------|--------|
| Black Ink | \$0.04 | \$0.04 | \$0.03 | \$0.02 |
| color ink | \$0.35 | \$0.32 | \$0.29 | \$0.26 |

Paper Costs (white unless noted)

| Description | Size | Cost per Sheet | Description | Size | Cost per Sheet |
|---|-----------|----------------|-----------------------------------|--------|----------------|
| Text recycled 20# | letter | \$0.01 | Labels-6 per sheet | letter | \$0.11 |
| Text recycled 20# | legal | \$0.02 | Labels-10 per sheet | letter | \$0.28 |
| Text recycled 20# | ledger | \$0.03 | Labels-30 per sheet | letter | \$0.40 |
| Text recycled 20#, pastel | all sizes | \$0.01 | Carbonless sets - 2 part | letter | \$0.07 |
| Text 20#, bright | letter | \$0.02 | Carbonless sets - 3 part | letter | \$0.12 |
| Text 20#, bright | legal | \$0.04 | Carbonless sets - 4 part | letter | \$0.38 |
| Gloss text 80# | letter | \$0.03 | Transparencies | letter | \$0.23 |
| Gloss text 80# | ledger | \$0.06 | Tabs, set/5 | letter | \$1.06 |
| Laser 24# | letter | \$0.02 | Fancy-Linen text, pastel | letter | \$0.07 |
| Laser 24# | ledger | \$0.03 | Fancy-Linen cardstock, pastel | letter | \$0.31 |
| Oversize for full bleed-gloss text | 12x18 | \$0.06 | Fancy-Stardust text 24# | letter | \$0.04 |
| Oversize for full bleed-glass cardstock | 12x18 | \$0.16 | Fancy-Stardust cardstock 65# | letter | \$0.09 |
| Cardstock 80# | letter | \$0.05 | Fancy-Royal Fiber text, pastel | letter | \$0.10 |
| Cardstock 80# | ledger | \$0.14 | Fancy-Thyme text, pastel | ledger | \$0.07 |
| Cardstock 67#, pastel | letter | \$0.03 | Fancy-Laid 24# | letter | \$0.07 |
| Cardstock 67#, bright | letter | \$0.04 | Fancy-25% Cotton 24# | letter | \$0.03 |
| Gloss Cardstock 80# | letter | \$0.03 | Fancy-Parchment text, pastel | letter | \$0.05 |
| Gloss Cardstock 80# | ledger | \$0.11 | Fancy-Parchment cardstock, pastel | letter | \$0.19 |

Finishing Costs

| | |
|---|--------|
| Machine Stapling-1 upper corner | \$0.02 |
| Machine Stapling-2 on the side | \$0.04 |
| Machine Folding | \$0.02 |
| Folded, saddle stitched booklet | \$0.06 |
| GBC comb bound booklet, clear cover/black back | \$1.25 |
| GBC comb bound booklet, no clear cover/black back | \$1.00 |
| Fold and insert into envelope-1 sheet | \$0.02 |
| Fold and insert into envelope-2 sheets | \$0.03 |
| Fold and insert into envelope-3 sheets | \$0.04 |
| Cutting | \$0.50 |
| Padding | \$0.50 |
| Laminate, letter size | \$1.00 |
| Laminate, ledger size | \$2.00 |
| Drilling hole(s) | \$0.25 |
| Hand work (folding, stapling, taping, book copying, etc.) | \$0.05 |



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