

## DUPLICATING COPYING CHARGES

<b>Standard Copying Charges</b>		
Standard White	.04 Per Copy	8 ½ x 11
Paper Size & Type	.06 Per Copy	Color Bond Paper 8 ½ x 11 White Drilled Paper 8 ½ x 11 White 8 ½ x 14, 11 x 17 Cardstock 65lb, 90lb
<b>Department Copier Click Charge</b>	.06 Per Copy	Copy Count taken from Auditron Key.
<b>Copier Rental Service</b>	25.00 plus click charge	Copier Equipment rentals for special Events, Conferences etc.,
<b>Auditron Keys</b>	50.00 Per Key	
<b>Walkup Self Serve Copier</b>	.10 Per Copy	Copier located in Duplicating Services
<b>Specialty Colors/Stocks</b>		
Solar Flare Colors 24lb	.06 Per Copy	8 ½ x 11
Solar Flare Colors 90lb	.08 Per Copy	8 ½ x 11
Drilled Colors	.05 Per Copy	8 ½ x 11
APU Stationary	.05 Per Copy	Letterhead, and Second Sheet
Tab Inserts	.05 Per Tab	9 x 11 90lb
Clear Transparencies	.28 Per Copy	8 ½ x 11
NCR 2-PART	.18 Per Set	White & Yellow
NCR 3-PART	.22 Per Set	White, Yellow, Pink
NCR 4-PART	.32 Per Set	White, Yellow, Pink, Goldenrod
Door hangers (Perforated)	.10 Per Copy	8 ½ x 11 Cardstock 90lb. Blue, Yellow, Green, Goldenrod, Pink
Business Cards & 3 Panel Brochures	.10 Per Copy	White Only
<b>Finishing Charges</b>		
Stapling	.01 Per Staple	
Rubber Bands	.01 Each	Upon request
Cutting	.01 Per Sheet	
Folding	.01 Per Sheet	
Booklets with Staples	.05 Per Book	
Spiral Binding	.50-.55 Coil Only 1.60-1.65 Set	Up to 300 sheet maximum
Tape Binding	\$ 1.00 Per Bind	Up to 100 sheets maximum
Cover Binding	\$ 2.00 Per Bind	Up to 500 sheets maximum
Drilling	\$ 2.00 Per Job	
Padding	\$ 2.00	Per 500 Sheets
Shrink Wrapping	\$1.15 Per Set	Upon Request
Perforating & Scoring	.01 Sheet	
Hand Insertion	.05 Per Set	
<b>Full Color Copy Charges</b>		

	.39 Per Copy	8 ½ x 11 24lb
	.44 Per Copy	8 ½ x 11 60lb
	.49 Per Copy	8 ½ x 11 80lb
	.54 Per Copy	8 ½ x 11 80lb Smooth Glossy Both Sides
	.59 Per Copy	8 ½ x 11 10pt. Glossy One Side
	.64 Per Copy	8 ½ x 14 24lb
	.69 Per Copy	11 x 17 24lb
	.74 Per Copy	11 x 17 32lb Glossy Both Sides, 60lb
	.79 Per Copy	11 x 17 10pt. Glossy Coat One Side
	.84 Per Copy	12 x 18 80lb
	.89 Per Copy	12 x 18 (10pt. Glossy Coat One Side)
Transparencies	.53 Per Copy	8 ½ x 11 Clear Coated w/white backing
CD Duplication		

#### CD duplication

50 CDs	\$2.59 ea
100 CDs	\$1.59 ea
250 CDs	\$1.19 ea
500 + CDs	\$1.10 ea
Generic CDs	\$1.10 ea
Burn Only (Disc Provided by Client)	\$1.00 ea

#### DVD duplication

50 DVDs	\$3.59 ea
100 DVDs	\$2.59 ea
250 DVDs	\$1.89 ea
500 + DVDs	\$1.55 ea
Generic DVDs	\$1.55 ea
Burn Only (Disc Provided by Client)	\$1.00 ea

#### Art Work

Black	\$ .25 ea
Color	\$ .40 ea

#### Packaging

Paper Sleeve ( Window – Flap)	\$ .20 ea.
Soft Plastic Shell Cases	\$ .55 ea.

Single Jewel Case	\$ .60 ea.
Double Jewel Case	\$ .85 ea.
Single DVD Case	\$ .70 ea.
Double DVD Case	\$ .85 ea.
Packaging	\$ .03 ea.
Shrink Wrapping	\$ .03 ea.