

PHOTOCOPIES

Black & White

	A4	A3
1 - 10	£0.20	£0.40
11 - 49	£0.12	£0.24
50 - 99	£0.09	£0.18
100 - 499	£0.07	£0.14
500 - 999	£0.06	£0.12
1000+	£0.05	£0.10

Colour

	A4	A3
1-9	£1.10	£1.75
10- 49	£0.90	£1.55
50 - 99	£0.70	£1.30
100+	£0.50	£1.10
200+	£0.40	£0.80

PRINTING SERVICE

Print from Email, FlashDrive or CD/DVD

	1st Page	Additional
A4 B&W	£1.50	Photocopy Rate
A4 Colour	£2.00	
A3 B&W	£2.00	
A3 Colour	£2.50	

Prices quoted above are on 80gsm paper.

SCANNING

A4/A3 Scan	1st page £1.50
Additional pages	£0.30 per page
Scan + Edit	+£1.00 per page

FAX SERVICE

Country	1st Page	Additional
UK	£2.00	£0.75
EU/America		
Australia, New Zealand	£3.00	£1.00
Rest Of The World	£3.50	£1.50
Fax Receiving	£1.50 >4pages	£0.50

LAMINATING

A4	£2.50 1st page	£1.50 per page
A3	£3.50 1st page	£2.00 per page

BINDING

Pages	Plastic	Metal	Book
1 - 20	£3.99	£4.99	£5.99
21 - 50	£5.49	£6.49	£7.49
51 - 75	£6.49	£7.99	£8.99
76 - 100	£7.49	£8.99	£9.99
101 - 150	£9.99	-	£11.99
150+	£11.49	-	£13.49

All binding includes front plastic cover and coloured back cover

IT SERVICES

Internet & Computer

30 mins	£2.00
60 mins	£3.50
1.5 Hours	£4.50
After	£1.00 p/h

POSTAL SERVICES



Stamps available

Royal Mail Services including:
1st Class, 2nd Class
Recorded, Special Delivery
All International services



MAILBOX RENTAL

Package	Personal Up to 2 mailing names	Business Up to 4 mailing names	Corporate Up to 10 mailing names
3 Months	£84.00 £28.00 pcm	£132.00 £44.00 pcm	£210.00 £70.00 pcm
6 Months	£144.00 £24.00 pcm	£216.00 £36.00 pcm	£360.00 £60.00 pcm
12 Months	£204.00 £17.00 pcm	£324.00 £27.00 pcm	£528.00 £44.00 pcm
2 Years	£360.00 £15.00 pcm	£576.00 £24.00 pcm	£960.00 £40.00 pcm
5 Years	£840.00 £14.00 pcm	£1,320.00 £22.00 pcm	£2,100.00 £35.00 pcm
Registration fee	£10.00 (one off)	Key replacement fee	£10.00
Each additional mailing name	£5.00 per name, per month CORPORATE ONLY	24 hour access fee	£20.00
Mail forwarding	£3.50 (plus materials, postage/courier costs)	Registered company address	£35.00 per annum
Mailbox key deposit	£5 (refundable upon return)	Package holding fee CORPORATE	£0.50 per item per day

All prices are inclusive of VAT

Personalised address example:
Studio/Unit/Box/Office/Suite 123
33 Parkway, Camden, London NW1 7PN