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# Copying & Printing Services

### Black & white copying and printing\*

80gsm paper					
Size	<b>A4</b>	<b>A3</b>			
1 - 9	15p	30p			
10-19	12p	24p			
20-29	10p	20p			
30-49	8p	16p			
50-99	7p	14p			
100-499	5p	10p			
500+	4p	8p			
Cau biabau valvusaa javisaa aa vaavaat					

- For higher volumes, prices on request.
- Prices are for single-sided copies.
- Quantity prices are for each original, except where originals can be fed through the document feeder.
- Double-sided copies are charged at twice the single-sided price

# Colour copying and printing\*

100gsm paper		
1 - 9	55p	95p
10-19	50p	85p
20-29	45p	75p
30 - 49	40p	65p
50 - 99	35p	55p
100-499	30p	45p
500+	25p	35p
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For higher volumes, prices on request.

## Digital black copying and printing\*

Black ink copies on the colour copier. Ideal for photographs and pictures. 100qsm paper

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1 - 9	25p	40p
10 - 49	20p	30p
50 - 99	15p	25p
30 - 49	13p	21p
50 - 99	11p	18p
100-499	10p	14p
500+	9n	12n

• For higher volumes, prices on request.

\*One-off 50p charge for electronic file access

**ALL PRICES INCLUDE VAT** 

Prices subject to change

### **Business Cards**

Extra heavyweight card, size: 8.5cm x 5.5cm or 9cm x 6cm

	100	250	500	1000
1 sided	£22	£28	£35	£42
2 sided	£30	£41.50	£49	£58

# 24-hour turn-around on most business card orders!

### Letterheads

100gsm paper

100 250 500 1000 £20 £36.50 £53.50 £94

NB: Stationery that has been digitally printed is not suitable for passing through a laser printer

### **Compliment Slips**

100gsm paper

100 250 500 1000 £16 £19.50 £26.50 £40

### **Business starter pack**

Order

Letterheads + Compliment Slips + Business Cards & get 10% discount on the total price

### **Computer Services**

Word processing/graphic design

and image manipulation: £35.00 per hour

CD burning: £2.50 each

Scanning 1st page pages 2-4 5+ pages

B & W Scan £1.00each £0.50each £0.25each

Email or save to memory stick £1