

Copy Center Price List for the University of Mary Washington

updated 4/06

Paper		Retail Price
Regular Weight		
White 8.5x11 20#		\$0.05
White 8.5x14 20#		\$0.05
White 11x17 20#		\$0.10
Client Provided Stock (per side)		\$0.05
Pastel 8.5x11 20#		\$0.06
Pastel 8.5x14 20#		\$0.06
Pastel 11x17 20#		\$0.12
White & Cream 8.5x11 24#		\$0.10
White & Cream 11x17 24#		\$0.17
Brights 8.5x11 24#		\$0.07
Brights 11x17 24#		\$0.14
Heavy Stock (Index & Cover)		
Ultra 8.5x11 65# cardstock		\$0.10
White & Pastel 90# Index		\$0.10
Specialty Papers		
Parchment 8.5x11		\$0.10
sparkle, clouds, flecks		\$0.13
Invitation Stock 8.5x11 24#		\$0.40
ParkAvenue Envelopes		\$0.15
Color Copies		
Set up fee for altering color image		\$1.00
8 1/2x 11, reg white & glossy		\$0.50
11x17, crdstk & Specialty		\$0.70
Photo Paper		
8 1/2x 11 (2 up 4x6)		\$0.70
8x10		\$2.00

Specialty Items		Retail Price
Wafer Seals, Applied		\$4.00/per 100
Wafer Seals		\$2.00/per 100
Tabs		0.35
Staples		0.01
Saddle Stitch - each book		Per Job
Shrink Wrap		\$.08 ea item
Transparencies		\$0.75
Labels		\$0.45
Laminating		
8.5x11		\$0.75
8.5x14		\$1.00
11x17		\$1.50
GBC only		\$1.00
GBC with one clear cover		\$1.25
Scanning		
with free email	\$.10 each page	
with CD	\$.10 each page, + \$1.75 for CD	
Shredding Service	1st inch free; call for price quote for larger volumes.	
Folding		\$.01/ ea sheet
Inserting		\$.02/ ea sheet
3 Hole Punch		\$.25 for 2 inches
Cutting	\$.25 for single cut, \$1.00 for more than 2	
Personalized Stationery		
20 notepads & 20 envelopes~w/stamps		\$10.00~ w/\$18.00
1 pad & 20 envelopes~w/stamps		\$10.00~ w/\$18.00
Fax Service - per page		
Incoming		\$0.10
Outgoing - Local		\$0.25
Outgoing - United States		\$0.50
Outgoing - International		\$1.00