



PRICE LIST

VISA, MasterCard & American Express Accepted
 Price List 2/21/2020 • Add 4.7% tax • Subject to change

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WEBSITE: www.aieacopycenter.com

Aiea Shopping Center
 99-115 Aiea Heights Drive #208
 Corner of Aiea Heights Dr. & Moanalua Rd.

HOURS:

Mon. - Fri. 8 am to 7 pm
Sat. & Sun. CLOSED



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FULL SERVICE BW COPIES XEROX D136

(Stack, Auto-feed)

	Letter**	Legal
Less than 100 copies	\$0.10	\$0.10

Over 100 copies

1st 100 copies	\$6.00	\$7.00
101st to 5,000th	0.03*	0.04*
each copy over 5,000	0.025*	0.035*
Over 50,000	as low as 0.024♦	0.034♦
Over 100,000	as low as 0.023♦	0.033♦

Auto Collating - add 1/2¢ per copy on 1st 5,000

* Minimum 25 copies per original
4¢ per add'l copy after 100 if less than 25 sets

** Letter-R will be charged same as legal
No Price Break on Side Feed over 80# Cover

♦ See "Large Volume Pricing" sheet for details or
visit www.aieacopycenter.com/Large-Volume_Prices

SPECIAL

ONE ORIGINAL PRICE

LETTER SIZE UNCOLLATED ONLY

Copies	Side 1	Side 2
1000+	\$0.025	\$0.023

11" & 14" PAPER UPGRADE

11" TEXT		500+	5000+
Color Bond, 24# Premium (R)	0.04	0.02	0.01
24# Laser (R), 28# White (H)	0.05	0.03	0.02
Astrobright (R)	0.05	0.04	0.03
Skytone (R), Linen (R) #32 Laser (H)	0.10	0.07	0.06
Kan't Kopy® Security Paper	0.20	0.15	0.14

14" TEXT		500+	5000+
Blue, Yellow, & Pink Bond (R)	0.05	0.04	0.03
24# Premium (R)	0.10	0.05	0.04
28# White (H)	0.10	0.07	0.05
32# Laser (H)	0.12	0.08	0.07

11" CARDSTOCK		500+	5000+
90# Index (H)	0.10	0.06	0.05
110# Index White (E)	0.10	0.07	0.06
Astrobright (H)	0.10	0.09	0.08
Skytone (H)	0.15	0.12	0.10

14" CARDSTOCK		500+	5000+
90# Index (H), 110# Index (E), Astrobright (H)	0.25	0.20	0.15

Price per sheet, add to cost per copy
Paper charge minimum 25¢ per selection

SELF SERVE BW XEROX COPIES

Price per copy including enlargements or reductions

11" & 14" 7¢
11 X 17" 15¢

TABS

Each position uncollated • Per original

	1st	add'l	50+
BW on White Tab	\$2.50	\$0.25	\$0.20

Tab Setup - \$5.00 for 1st Tab and \$1.00 each add'l

Blank Tab - 25¢ each

BW LABELS

	Each	100+
11" Non-Gloss (1up, 8up, 33up)	0.50	0.40
18" Non-Gloss	1.50	0.80
Customer Stock	0.30	0.30

Prices include copy • Add for file

Standard Address Label Setup - \$30.00
(Up to 3 lines text only; additional charge for custom layout)

BW TRANSPARENCIES

8.5x11"	50¢ each with copy 25¢ each blank or customer stock
11x17"	\$5.00 each

SPECIAL FEATURES

Manual Placement - 10¢ per original

Auto Machine 2-Hole or 3-Hole Punch
Add 1¢ per sheet for 1st 1000

Stapling
Auto Machine Stapling - 5¢ per staple
Manual Stapling & Staple Removal - 15¢ each
Oversize Stapling - 1st 50¢ / 25¢ each additional

Enlargements & Reductions
Add 50¢ on 1st copy of each original
Max charge on 1 book or set of same % \$10
Special Handling - as required

Machine Programming & Special Handling
\$60.00 / hour + copy charge

11" x 17" BW XEROX D136

(price per original includes copying & hand placing)

	ea.	10+	1st 100	ea. add'l over 100		1000+	5000+	10000+
1st Side	\$0.30	\$0.15	\$9.00	\$0.060	1st Side	0.055	0.050	0.045
2nd side	0.20	0.10	6.00	0.050	2nd Side	0.045	0.040	0.035

Auto Collate add 1¢ per sheet

17" Paper Upgrade

	Each	50+	500+
Color Bond, 24# Premium (R)	0.10	0.05	0.03
24# Laser (R), 28# White (H)	0.10	0.08	0.06
32# Laser (H)	0.10	0.09	0.08
90# White Index (H)	0.20	0.15	0.10
110# White Index (E)	0.20	0.18	0.12
Color Index (H)	0.25	0.20	0.15
Astro Cover (H)	0.30	0.25	0.20

19" Paper Upgrade*

	Each	50+	500+
24# (R) & 28# White (H)	0.20	0.15	0.12
90# Index (H)	0.30	0.25	0.20
Astro Cover (H)	0.50	0.40	0.30

**Price per sheet, add to cost of copy

Maximum image size:

- From Computer: 12.5x18.5" (Standard RIP fee applies)
- From Glass: 11x17"

V80 ENVELOPES

Turnaround within 2 days for in stock items
Based on digital-ready file (ONE ORIGINAL)

Setup Fee \$10.00 per run

#9, #10	Per
Black Ink	12¢
Color Ink	17¢
Variable Data	add 5¢
Flap Printing*	add 10¢

*Minimum A-2 or 6x9"; ability to print not guaranteed

Envelope Upgrade (per envelope)

- 1¢ - #10 Digital Window
 - 2¢ - #9 Digital Window for Computerized Checks
 - 5¢ - 6 3/4"
 - 8¢ - #10 Tinted Self Seal
- Special Order By Quote (minimum order 1 box)

Based on digital-ready file (ONE ORIGINAL)

Setup Fee \$10.00 per run

	6x9	6.5x9.5	9x12	9.5x12.5
Black Ink	20¢	25¢	25¢	30¢
Color Ink	25¢	30¢	35¢	40¢

SAMPLE PRICING

Black Ink	250	500	1000
#10 regular	\$40.00	\$70.00	\$130.00
#10 window	42.50	75.00	140.00
6x9 catalog	60.00	110.00	210.00
Full Color	250	500	1000
#10 regular	\$52.50	\$95.00	\$180.00
#10 window	55.00	100.00	190.00
6x9 catalog	72.50	135.00	260.00

DIGITAL CARBONLESS FORMS

LETTER SIZE (Black Ink • 1-Original)
(price per piece, 100 minimum)

QTY	2 Part	3 Part	4 Part	5 Part
100+	30¢	43¢	70¢	85¢
250+	26¢	39¢	49¢	60¢
500+	24¢	34¢	45¢	54¢
1000+	19¢	30¢	40¢	50¢

Add'l Charges: 50% for 2nd side printing • 20% for 14"
70% for 2-sided 14" • 20% for parts not the same

NUMBERING

XEROX DIGITAL NUMBERING (Black Ink* • 1-Original)

\$10.00 setup + 3¢ per number

NCRs \$10.00 setup + 6¢ per set

*Color available for an additional charge

FAX SERVICE

STANDARD CHARGES (per transmission)

	1st page	ea. add'l
Sending or Receiving	\$3.00	\$1.50

\$1.00 Service Charge on faxes received without customer's
name & phone number. FAX LINE (808) 488-8203

EMAIL

Sending Email (up to 2 addresses)

With Attachment Up to 20 MB \$5.00

This does not include any scanning or layout charges that may apply.
Aiea Copy is not responsible for any wrong email addresses or any replies
that are sent back from customer's email.

XEROX V80 & J75 DIGITAL COLOR PRESS

Copies of same original, same settings. Auto Feed.

Letter	each	5+	100+	250+	500+	1000+		
Regular (up to 24#)	\$0.50	0.30	0.28	0.25	0.24	0.23		
Heavy (105-176 gsm)	0.75	0.45	0.35	0.34	0.33	0.32		
Extra Heavy (177-300 gsm)	1.00	0.50	0.45	0.43	0.41	0.40		
Legal & 17"	each	5+	100+	250+	500+	1000+	5000+	
Regular (up to 24#)	\$1.00	0.60	0.50	0.36*	0.28*	0.26*	0.24*	
Heavy (105-176 gsm)	2.00	0.90	0.70	0.50	0.45	0.40	0.38	
Extra Heavy (177-300 gsm)	2.50	1.20	0.90	0.80	0.70	0.65	0.60	

*Copy price includes multi 2up and cut to 8.5x11"; no tight registration. Digital files will be charged extra for setup.

Be aware that the Xerox Digital Color Press machines produce good, but not perfect, color tones and shades. YOU WILL BE CHARGED FOR TEST OR SAMPLE COPIES.

BLACK COPIES ON XEROX COLOR PRESS

Letter	each	10+	100+	250+	500+	14" & 17"	each	10+	100+	250+	500+
Regular	\$0.25	0.12	0.10	0.09	0.07	Regular	\$0.50	0.25	0.20	0.15	0.13
Heavy	0.50	0.30	0.25	0.20	0.12	Heavy	1.00	0.50	0.30	0.25	0.20
Extra Heavy	0.80	0.40	0.30	0.25	0.20	Extra Heavy	1.25	0.60	0.50	0.40	0.30

XEROX COLOR PRESS SPECIAL FEATURES

Auto Collating - 1¢ per copy

Manual Placement - 10¢ per original

Enlargements & Reductions
Add 50¢ on 1st copy of each original

Machine Programming & Special Handling
\$60.00 / hour + copy charge
Image Repeat \$1.00 & Image Plot 50¢

Enhanced Coverage on J75
Add 25% to copy price

XEROX COLOR PRESS PAPER UPGRADES

Coated Letter Size	Each	10+	250+
11" 100# Gloss Text (H)	0.15	0.10	0.06
11" 80# Gloss Cover (H)	0.15	0.10	0.07
11" 100# Gloss Cover (E)	0.15	0.10	0.08
11" 10 pt Gloss Cover (E)	0.20	0.15	0.13
11" 12 pt Gloss Cover (E)	0.30	0.25	0.20

Coated 14" & 17"	Each	10+	250+
14 & 17" 100# Gloss Text (H)	0.20	0.15	0.08
14 & 17" 80# Gloss Cover (H)	0.25	0.15	0.12
14 & 17" 100# Gloss Cover (E)	0.25	0.20	0.15
14 & 17" 10 pt Gloss Cover (E)	0.40	0.35	0.30
14 & 17" 12 pt Gloss Cover (E)	0.50	0.45	0.40

Coated 19" (file only)	Each	10+	250+
19" 100# Gloss Text (H)	0.25	0.20	0.10
19" 80# Gloss Cover (H)	0.40	0.25	0.15
19" 100# Gloss Cover (E)	0.40	0.30	0.20

Non-Gloss	Each	10+	250+
11" 100# White Cover (E)	0.20	0.15	0.10
17" 100# White Cover (E)	0.40	0.30	0.20
11" Classic Linen Cover (E)	0.25	0.20	0.15

Other Non-Gloss Pricing on Page 2 & 3

Silk	Each	10+	250+
11" 130# Silk Cover (E)	0.30	0.25	0.20
17" 130# Silk Cover (E)	0.50	0.45	0.40
19" 130# Silk Cover (E)	0.60	0.55	0.50

Note: 1-side Printing Only; 2-side Printing Unavailable

Labels	Each	10+	250+
11" Gloss (8x10") (H)	1.00	0.75	0.60
11" Non-Gloss (H)	0.50	0.35	0.30
18" Non-Gloss (H)	0.80	0.70	0.60
18" Matte Vinyl (H)	4.00	3.00	2.50

Transparency
8.5x11" Add \$1.00 per sheet to Regular copy price
11x17" Add \$5.00 per sheet to Regular copy price

PC COMPUTER FILES

*** Recommended file formats: PDF or JPG ***

Open File (No Adjustments) \$2.50* / RIP
minimum charge \$5.00

RIP fees are charged each time a file is sent from the computer to a printer.
This applies to reorders of files that have been previously saved in our archive.

Files Over 50 MB *25¢ per MB over 50 MB

Combine Multiple PDF files into 1 file up to 50mb \$5.00

Booklet Setup (per file) \$5.00

Repeat/Multi-up (per file) Manually \$5.00 per page
Impose in Fiery \$5.00

Registration (per file) \$10.00

SCANNING

Xerox Color Press Scanning (up to 11" x 17")

Scanning does not produce same color tones or details as the original.
Resolution up to 600 dpi • PDF or JPG formats available

Auto Feed Scanning*	Black	Color
1st Page of One File	\$10.00	\$10.00
Each Additional Page	0.50	2.50

Manual Placement		
Each Page	10.00	10.00

Save to CD (up to 700 MB)

1st CD	10.00
Each Additional of the Same	7.50

LAYOUT - BY QUOTE

SHIPPING & DELIVERY

UPS SHIPPING (Up to standard Xerox box or UPS tube)
OAHU Orders under \$50\$15.00 per box
OAHU Orders over \$50\$10.00 per box
OUTER ISLAND Orders UPS Price + \$10.00
ODD SIZEBy Quote

OAHU PICK UP & DELIVERY By Quote

CORNER ROUNDING

SPECIAL PRICING only available for orders
printed at Aiea Copy Center

Business Card Special

Includes any card size up to 4.25x5.5" and standard 1/4" Radius

\$5.00 Setup + 2¢ per piece • 100 sheet min. per original

Sample Pricing

100 pcs: \$7.00 • 250 pcs: \$10.00 • 500 pcs: \$15.00

Corner Rounding Prices

\$10.00 Setup • 100 sheet min. per original

Quantity	Per Sheet
<1000	4¢
>1000	3¢
>5000	2.5¢

Corner Radius Sizes: 1/8", 1/4", 3/8", 1/2"
Customer stock must be in good condition

Not available for laminated or oversize items.
Manual corner rounding available for lamination or oversize.

XEROX COLOR PRESS BUSINESS CARDS

Black Ink

Stock & Price Grade	Per 100	Per 250	Per 500	Per 1000	Add'l 1000
Black Ink - 110# Index or 100# Gloss Cover	\$25.00	30.00	40.00	50.00	45.00
Black Ink - All other stock *	40.00	50.00	60.00	70.00	65.00

Based on acceptable digital files ready to run
Includes regular RIP charge
Extra charge for layout or manual set-up

Bleeds

Add \$10.00 per 1000 cards or set

2nd Side Printing

Add cost of printing at Tier 1 pricing

Notes: Textured papers may not work well.

130# Silk 1-side Printing Only; 2-side Unavailable

Rounded Corners - 1/4" Radius

\$5.00 Setup + 2¢ each 100 card minimum

For other radius see prices above

Odd Quantities

Available on orders over 1000 cards • Prorate add'l 1000

Layout

By Quote

Full Color

Stock & Price Grade	Per 100	Per 250	Per 500	Per 1000	Add'l 1000
Full Color - 110# Index or 100# Gloss Cover	\$35.00	40.00	55.00	75.00	65.00
Full Color - All other stock*	45.00	60.00	75.00	105.00	85.00

* Other stock available: 90# Index, Astrobright, Skytone, 80# Linen Cover,
10pt Gloss, 12pt Gloss, 100# Matte Cover or 130# Silk

10% DISCOUNT on Business Card orders of 5 or more cards at one time.

COLOR OVERSIZE FOR BANNERS, SIGNS, ETC.

Type	<100 ft ²	>100 ft ²	Roll Width	Minimum Width	Minimum Charge
Gloss Banner (13 oz.)	\$3.00	2.50	63"	12"	25.00
Matte Poster	\$3.00	2.50	63"	24"	25.00
Gloss or Matte Adhesive	\$3.00	2.50	60"	24"	25.00
Matte Banner (13 oz.)	\$3.50	3.00	63"	24"	25.00
Gloss Poster	\$3.50	3.00	54"	24"	25.00
Transparent Adhesive	\$3.50	3.00	54"	18"	40.00
Cotton Canvas, Backlit Film, Pop-up Display, 40% Perf Adhesive	\$4.50	4.00	54"	36"	40.00

**ESTIMATED
TURNAROUND**
Up to 50 sq ft per type
Based on regular business hours

**STANDARD:
24 hours**

**EXPEDITED:
6 hours*
Add \$15.00**

All others (including but not limited to less than 6 hours or over 50 sq ft) **BY QUOTE*

- All prices based on digital-ready files (includes RIP and size to fit)
- Additional charge for adjustments to artwork
- Rounded up per ft² on total (per type of material)
- Under 1 ft² add 1" to length & width to calculate area
- Items less than 6 ft² - add trimming charge
- Finished sizes are close but not to exact measurement

MAGNETS

Type	per ft ²	Roll Width	Minimum Width Charge	Minimum Charge	Standard ETA Up to 50 ft ²
Blank	6.00	24"	n/a	20.00	24 hr.
Printed (Full Color)	10.00	23"	12"	40.00	48 hr.

- Trim & corner rounding included for printed magnets over 1 ft²
- Magnet trim charge for Under 1 ft² : Double rotary trim
- Rounded up per ft² on total

MOUNTED BOARDS

Type	1-Side per ft ²	Minimum Charge	2-Side per ft ²	Minimum Charge
Corrugated Plastic 4mm Foam Core 3/16"	5.00	15.00	9.00	25.00
PVC 1mm or 3mm Foam Core 3/8"	6.00	15.00	11.00	25.00
Corrugated Plastic 8mm	7.00	15.00	13.00	25.00

***ADD CHARGE TO COST OF ADHESIVE**

- Some air bubbles may occur
- Finished sizes are close, but not to exact measurements
- Add 1 extra day (2 days for print + mount)
- Maximum size of adhesive to mount is 4x6'
- Rounded up per ft² per piece
- Minimum charge calculated per piece
- Additional cutting \$1.00 per linear ft
- Blank boards or mount to customer stock same price

GROMMETS

Regular.....	2.00 each
Reinforced (1s or 2s).....	3.00 each
Mini (1/4").....	3.00 each
Deep (for boards).....	4.00 each
NOTE: Grommets not recommended for poster paper unless laminated	
Clear Hangtag (no grommet).....	3.50 each

SIGN STAKES

For use with 4mm Corrugated Plastic only
Plastic or Wire Stake 8.00 ea or 5+ 3.50 ea

ROTARY TRIMMING

up to	8.5x11	11x17	18x24	24x36	>24x36
per piece	50¢	75¢	\$1.00	\$2.00	\$5.00



2x5' Banner SPECIAL

Get a 2x5'
GLOSS VINYL BANNER
printed for only **\$25**

Send us your digital ready files! Layout and grommets add'l charge.
Some restrictions may apply. See store for details.

Magnetic Signs

OTHER SIZES AVAILABLE!
ASK FOR A QUOTE TODAY!

12x18's
2 for \$40*

*price subject to change without notice

NEW

Retractables & Flags

ETA: Up to 2 weeks • Large order discounts
Available through our mainland partners



ECONO ROLL RETRACTABLE BANNER STAND
Custom Printed
Portable, Easy to Use
24x66"
*Other Sizes Available

AIEA COPY CENTER
available through our mainland partners

Starting at \$100



NEED FLAGS?
PRICES AVAILABLE BY QUOTE

Starting at \$140

Highly Customizable
Single or Double-Sided
Indoor or Outdoor Use
Various Shapes & Sizes
Different Bases
(dependent on use)

REINFORCED EDGES

- 1-Side Reinforcement Tape..... 1.00 / linear ft
 - 2-Side Reinforcement Tape*2.00 / linear ft
- * Banner size must be adjusted for 1.5" fold-over

2-SIDED TAPE ASSEMBLY

- Up to 8 ft..... 3.00 / linear ft
 - Over 8 ft5.00 / linear ft
 - Reinforce seam on back 1.00 / linear ft
- Applies to 2-sided banners or large backdrops exceeding 5 ft wide
 - Backdrops - must adjust banner size and price for 2 inch overlap
 - Maximum seam length 12 ft

BANNER TAPE POLE POCKET

- 2-side Tape 5.00 / linear ft
- Must adjust banner size and price based on pole diameter
 - Adhesive width 1.5"

ACCESSORIES

- Indoor Banner Stand (X-Frame)**
- Small 24x60" or Large 31.5x79" 25.00 each
 - Buy 2, Get 1 Free (**OK to mix & match sizes**)
 - 10+ stands 15.00 each
- Banner Grip**
- Single 24" with 2 Hanger Tabs 5.00 each
 - Single 36" with 2 Hanger Tabs 8.00 each
 - Hanger Tab Install 2.00 each
 - Extra Hanger Tab 0.25 each
- Suction Cups**
- Flush Mount..... 1.00 each
 - Push Tack..... 0.75 each
 - Small w/Hook..... 1.00 ea or 4+ 0.75 ea
 - Medium w/Hook 1.50 ea or 4+ 1.00 ea
- Bungee**.....0.75 ea or 4+ 0.50 ea
- Cable Ties**.....0.30 ea or 8+ 0.15 ea
- Easel Wings (includes assembly)**
- 8" Single 1.75 each
 - 8" Double 2.25 each
 - 12" Single 4.00 each

BINDERY SERVICES

COMB BINDING

Binding Size	each	With Printing	
		5+	100+
up to 3/8"	\$3.00	\$1.75	\$1.50
up to 1"	3.00	2.50	2.00
up to 2"	5.00	4.00	3.50

Covers

Clear Plastic Covers 10 mil - 1.00 each
 Manually Collate Covers - 10¢ each

Odd Size Binding or Laminated Covers - add 50¢ per book

Rebind - same as binding charge if sheets are in good condition. Add'l charge if sheets are in poor condition.

COIL BINDING

Bind	Pitch	each	With Printing	
			5+	100+
up to 3/8"	(4:1)	\$5.00	\$3.00	\$2.50
up to 1"	(4:1)	7.00	4.00	3.50
up to 1.5"	(2.5:1)*	10.00	8.00	7.00
up to 2"	(2.5:1)*	12.00	10.00	8.00
up to 2.8"	(2.5:1)	20.00	15.00	12.00

*Add 50% for 4:1 Pitch

BOOKLET MAKER

Sheets	1st 10	11 - 20	21+*	
11"	30¢	40¢	2¢/sheet	* Max Sheet:
14" and 17"	40¢	50¢	3¢/sheet	20 w/ trim

Note: Sheets before folding, not pages
 24#-28# count as 1.5 sheets • 32#+ counts as 2 sheets
 Minimum size: 4.8 x 8.3" • Maximum size: 12 x 18"

Manually Collate Covers - 10¢ each Minimum Charge - \$5.00 per run Odd Size Machine Setup - \$20.00 per run Manual Fold & Staple - add 25¢ per book	Manual Offset (cut books) 2-3 sheets 10¢ / set 4+ sheets 25¢ / set
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Auto Trimming with Booklet Fold & Staple
 add'l cost 30¢ up to 20 sheets

Manual Booklet Trimming (over 20 sheets)
 Setup \$10.00 • 1st 10 sheets 50¢ • Each add'l sheet 5¢
 Note: Sheets before folding, not pages. Cardstock counts as 2 sheets.

CUTTING

250 Sheets Text or 100 Sheets Cardstock

Standard	\$1.00 / cut
Hairline or No Printing	\$2.00 / cut
Label Cutting (Min. charge \$10)	\$3.00 / cut

PAPER DRILLING

Each Hole	Set Up	Drill
Note: Cardstock counts as 2 sheets.	\$10.00	5¢ per sheet & hole

PADDING

50¢ / pad
 Minimum \$1.00 per 1" • \$10.00 minimum total charge
 Padding Only (No Printing) - \$1.00 per pad up to 1"

LAMINATION

SHEET (5 mil) - per inch Less than 100" 30¢ Over 100" w/printing 20¢ Min. charge \$5.00 Max. original size 25" wide	POUCH (7 mil) <table border="0" style="width: 100%;"> <tr> <td style="text-align: left;">each</td> <td style="text-align: right;">5+</td> </tr> <tr> <td>Small</td> <td style="text-align: right;">\$2.00 \$0.90</td> </tr> <tr> <td>6x9"</td> <td style="text-align: right;">3.00 1.50</td> </tr> <tr> <td>9x11.5"</td> <td style="text-align: right;">4.00 2.00</td> </tr> <tr> <td>9x14.5"</td> <td style="text-align: right;">5.00 3.00</td> </tr> </table>	each	5+	Small	\$2.00 \$0.90	6x9"	3.00 1.50	9x11.5"	4.00 2.00	9x14.5"	5.00 3.00
each	5+										
Small	\$2.00 \$0.90										
6x9"	3.00 1.50										
9x11.5"	4.00 2.00										
9x14.5"	5.00 3.00										

Luggage Loops 25¢ • Name Tag Clip 50¢
 Special Punch 1st 10 @ 50¢ ea • each add'l @ 25¢

Some restrictions apply; inquire within.

FOLDING

Hand Fold - 20¢ per fold, per sheet or group at one time

Folding Machine - Minimum charge \$15.00 per run
 Price per run. Note: Registration may not be perfect.

Letter, Text Weight	5¢ per sheet
All Other Sizes, Cardstock	8¢ per sheet

SCORING or PERFORATION

	Set Up	Each
1st Score or Perf Position*	20.00	10¢**
Each add'l position per run	10.00	--

Note: Scoring recommended on cardstock to lessen cracking when folded.
 * Max. # positions per run: Score - 2 • Perf - 4 | Min. 1" width btwn required
 ** Charge double for each additional run of the same original

MANUAL WORK

COLLATING
Group Collating
 15¢ per group
Single Sheets
 Letter - 5¢ each
 up to 13x19 - 8¢ each
 over 13x19 - 20¢ each

Envelope Stuff or Seal
 15¢ each
Wrapping \$1.00 each
Rubber Band 50¢ each
Binder Assembly
 Inside \$1.00 each
 Outside \$1.00 each