RWU Mail & Copy Center Pricing

Black and White Prints  (*8.5 X 11 paper only*)
- 1 sided & 2 sided in White paper is 6¢ per print (2 sided = .09 cents)
- Stapling, 3 hold punching & GBC Binding add 1¢ per print  (one is 4¢ per print ; 2 finishes is 5¢ per print – please note there is a $5.00 minimum)
- Black and White printing on 11 X 17 is 15¢ per print
- Black and White printing on legal paper 8.5 X 14 is 12¢ per print

Color Printing
8.5 X 11  color printing is by the print – not page
1-99 prints is 55¢; 100-250 is 37¢; 251-499 is 32¢; 500-999 is 29¢; 1000+ is 25¢

8.5 X 14 & 11 X 17
1-99 is 70¢; 100-250 is 61¢; 250 is 50¢; 251-999 is 44¢; 1000+ is 32¢ per print

Color Paper
If printing in black and white one sided is .04 cents per print - if 2 sided its 3¢ per print
If using any of our Astrobright color paper its 5¢ for one sided printing and 4¢ for 2 sided
If using color paper and printing in color, the price of the paper is included in the color print charge.

Cardstock
Regular color cardstock is 10¢ per sheet
80lb and 100lb White is 8¢ per sheet (8.5 X 11 )
Regular 11 X 17 White cardstock is 16¢ per sheet
Classic Crest Cardstock is 20¢ per sheet (not including printing)
60lb cardstock 10¢ per sheet
All Glossy cardstock 8.5 X 11 is 14¢ per sheet
All Glossy Cardstock 11 X 17 is 28¢ per sheet
GBC Binding

Thickness of the Binding - Range is $2.50 to $7.00 per book (based on thickness)

Plastic covers are included in the above price.

Programs & Booklets

There is a 25¢ per booklet charge for folding and stapling

Folding

Flat rate of $5.00 for up to 500 sheets

Laminates

$1.40 per page

Cutting

70¢ per Cut

Cutting Book Binding is $ 1.00 per Book

Minimum charge of $4.00

Scanning documents

50¢ per page if scanning 1-10 pages

If scanning 11-25 pages its 40¢ per page

26-100 is 25¢ per page

100+ is 20¢ per page

NCR Paper

2 part paper

500 Sets = $87.00  1000 sets = $119.00

3 part paper

500 Sets = $114.00  1000 sets = $169.00

4 part paper

500 Sets = $143.00  1000 sets = $219.00