

Black and White Digital Copying

Paper type & weight	Blank	A4 single sided		A4 double sided		A3 single sided		A3 double sided		Blank
		1 - 10K	10K +	1 - 10K	10K +	1 - 10K	10k +	1 - 10K	10K +	
Uncoated 80gsm	4p	7p	6p	10p	8p	12p	9p	18p	12p	6p
Uncoated / Coated 90 - 160gsm	5p	8p	7p	11p	9p	14p	11p	20p	14p	8p
Uncoated / Coated 170 - 350gsm	10p	13p	13p	16p	16p	22p	22p	28p	28p	16p
Labels (stock items only*) - A4 sheet		1 - 9 copies 50p each		10 + copies 40p each		* See website for a list of stock labels. Other labels are available, POA				
NCR sets B&W		17p per A4 sheet								

Full Colour Digital Copying (£10 set-up + 20% uplift per click charge for each speciality toner - clear, silver, white, gold)

Paper type & weight	Blank	A4 single sided		A4 double sided		A3 single sided		A3 double sided		Blank
		1 - 1K	1K +	1 - 1K	1K +	1 - 1K	1k +	1 - 1K	1K +	
Uncoated / Coated 80 - 160gsm	5p	20p	18p	35p	31p	31p	29p	54p	50p	8p
Uncoated / Coated 170 - 350gsm	10p	25p	25p	40p	40p	39p	39p	62p	62p	16p
Labels (stock items only*) - A4 sheet		1 - 9 copies 75p each		10 + copies 60p each		* See website for a list of stock labels. Other labels are available, POA				
NCR sets colour		28p per A4 sheet								

Poster and Banner Printing

Size	Colour Matt	Colour Gloss	Colour Laminated	Colour Canvas	Adhesive Wallpaper	Foamex Board	Roller Banner Print & Stand 800 × 2130mm	£145.00
							Roller Banner Print & Reconditioned Stand	£100.00
A0	£19.00	£25.00	£33.00	£45.00	£50.00	POA	Roller Banner Print Replacement (own Stand)	£65.00
A1	£15.00	£20.00	£25.00	£40.00	£45.00	£49.00	Cardboard Carrier Poster Tube	£3.75
							Plastic Carrier Poster Tube	£10.50
A2	£13.00	£16.00	£20.00	£38.00	£40.00	£40.00	A3 Tabletop Banner (with graphic)	£20.00

Dissertation Printing & Binding

Colour / Black & White mixed 90gsm silk S/S A4	14p
Colour / Black & White mixed 90gsm silk D/S A4	23p
Hard back binding (with gold foil lettering)	£35.00
Soft binding	£5.00

Binding

Comb binding (350 sheets max)	Wire binding (250 sheets max)	Perfect binding A4 or A5 (minimum 30 copies)
First copy £5.00	First copy £5.00	£30 set-up
Further copies 80p each	Further copies 80p each	£1.00 each

Finishing

Booklets (folded/stapled) 48 pages max	10p
Booklets (square back fold/stapled) 96 pages max	10p
Score & fold / perforate (machine fed)	8p
Folding (standard)	3p per fold
Stapling (up to 100 sheets/over 100 sheets)	free / 20p
Acetates (alternatives are availble please enquire)	35p
Splendrlux A4/A3 (Cover / Postcard stock)	24p / 42p

Document Services

OMR marking (University only)	Please enquire
Large Format Scanning from	£7.50
Slide Scanning from	£4.00
Document scanning from	4.5p per side £40 per hour prep
Hand Finishing - Priced per hour at £40	
• Perforating Scoring • Numbering • Collating • • Padding • Envelope Stuffing • Trimming (e.g. flyers and invites) have a 20% cutting fee	

Business Cards

Business Cards	single sided	double sided
60 (minimum)	£20.00	£25.00
100	£23.00	£28.00
200	£28.00	£34.00
500	£43.00	£48.00
1000	£58.00	£68.00

University Corporate Stationery

UOB A4 Letterheads - 100gsm matt (set up fee of £10 for dept. details)	£70.00 per 500
UOB Comp Slips	£15.00 per 150
UoB logo place card	15p each
UOB Ceremonial logo place card	30p each
Name badges 90mm x 54mm - clip and pin	£1.20p each
Mailmerge - £35 1st database - £10 for additional Mailing fulfilment - POA	

There is a minimum charge of £5 per order. A proof will be charged at a minimum of £5.00 each.
If your job is not print ready, you may incur a pre-press set up fee.
Effective from 1st August 2025.
This supercedes any other pricelist. Prices subject to VAT where applicable.

Lamination

Size	1 sided	2 sided
A5 gloss	50p	65p
A4 gloss	90p	£1.25
A3 gloss	£1.50	£2.50
A5 perfect bound cov gloss	90p	N/A
A5 perfect bound cov matt	90p	N/A
A5 perfect bound cov soft	£1.02	N/A
A4 perfect bound cov gloss	£1.50	N/A
A4 perfect bound cov matt	£1.50	N/A
A4 perfect bound cov soft	£1.68	N/A

UoB Branded Items

Cotton Bags	£2.75
Plastic Folders	£4.00
Card Folders	£1.75
8GB USBs	£6.50
Lanyards Plastic holder	£1.25 40p
Pens	55p
Pencils	30p
A5 Pads	£1.75
Golf Umbrella	£19.95
Mug white / black	£4.95 / £5.95