

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 +	
Matt 80gsm	3p	6p	5p	9p	7p	10p	7p	16p	10p	4p
Silk 90 - 120gsm	4p	7p	6p	10p	8p	13p	10p	19p	13p	7p
Matt 140 -160gsm	4p	7p	6p	10p	8p	13p	10p	19p	13p	7p
Silk 200gsm	10p	13p	13p	16p	16p	21p	21p	27p	27p	15p
Labels (A4 sheet)		1 - 9 copies 50p each		10 + copies 40p each		NCR sets B&W		15p per A4 sheet		

Full Colour Digital Copying (20% uplift per click charge for each pass of speciality toners, clear, silver, white)

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 +	
Silk/Uncoated 90 - 140gsm	4p	18p	16p	32p	28p	29p	27p	51p	47p	7p
Silk/Uncoated 200 - 300gsm	10p	24p	24p	38p	38p	37p	37p	59p	59p	15p
Labels (A4 sheet)		1 - 9 copies 75p each		10 + copies 60p each		NCR sets colour		26p per A4 sheet		

Poster and Banner Printing (Foamex boards available please enquire)

Size	Full Colour Matt	Full Colour Gloss	B&W Matt	B&W Gloss	Full Colour Canvas	Adhesive Wallpaper		
							Roller Banner Print & Stand 800mm x 2130mm	£100.00
A0	£16.00	£20.00	£13.00	£16.00	£40.00	£45.00	Roller Banner Print (without Stand)	£50.00
A1	£13.00	£15.00	£9.00	£13.00	£35.00	£40.00	Large Format Scanning from	£5.00
A2	£11.00	£12.00	£6.00	£9.00	£35.00	£35.00	Cardboard Carrier Poster Tube	£4.00
							Plastic Carrier Poster Tube	£9.00

(For adhesive wallpaper to cover a large area please enquire for a cost)

Dissertation Printing /Hard Back Binding

Colour / Black & White mixed 90gsm silk S/S	13p
Colour / Black & White mixed 90gsm silk D/S	19p
Hard back binding (with gold foil lettering)	£30.00
Soft binding	£5.00

Binding

Comb binding (350 sheets max) & Wire binding (250 sheets max) Includes spendorlux or acetate front and card back		
1 - 5 binding	6 - 20 binding	20 + binding
£5.00	£1.00	60p

Finishing

Booklets (folded/stapled) 12 sheets max	5p
Booklets (box fold/stapled) 25 sheets max	10p
Score & fold / perforate (machine fed)	7p
Folding (standard)	2p per fold
Stapling (up to 100 sheets/over 100sheets)	free / 20p
Acetates (alternatives are available please enquire)	30p
Splendorlux A4/A3 (Cover / Postcard stock)	24p / 42p

Document Services

OMR marking (University only)	Please enquire
Scan to CD or Drive	Please enquire
Scanning 5p per side + £30 per hour prep	
Hand Finishing Priced per hour at £30	
<ul style="list-style-type: none"> Perforating Scoring / Numbering Collating / Padding 	<ul style="list-style-type: none"> Envelope Stuffing Trimming - Flyers and invites have a

Lamination

A0 Lamination	£12.00
A1 Lamination	£8.00
A2 Lamination	£6.00
A3 Lamination	£2.00
A4 Lamination	£1.00
A5 Lamination	50p
Soft touch A3/A4	20/15p

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

Business / Membership Cards	single sided	double sided
60 (minimum)	£20.00	£25.00
100	£25.00	£30.00
200	£30.00	£35.00
500	£35.00	£40.00
1000	£60.00	£70.00

UoB Branded Items

Cotton Bags	£1.80
Plastic Folders	£4.00
Card Folders	£1.50
8GB USBs	£6.50
Lanyards	£1.00
Pens	50p
Pencils	30p
A5 Pads	£1.50

There is a minimum charge of £2.50 per order. A proof will be charged at £5.00 each. If your job is not print ready, you may incur a pre-press set up fee.