

## FY 25 - CSM Print Shop Pricing

Updated 12/23/21

Description	Pricing
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### Black & White Printing

Standard 20LB: \$0.03 per side  
(Includes 8 1/2 x11, 8 1/2 X14; 11X17)

Cardstock 67LB \$0.05 per side

### Color Printing

Standard 20LB \$0.31 per side  
Any Size

65lb Paper \$0.35 per side  
Any Size

110 Cardstock \$0.35 per side  
(12" X 18" MAI paperstock)

### Special Paper

HEA Special Stock  
(8.5 X 11) \$0.16 per side

Brochure Stock - **Silk**  
B & W Per Side \$0.08 per side  
Color Per Side \$0.35 per side

Brochure Stock - **Gloss**  
B & W Per Side \$0.08 per side  
Color Per Side \$0.35 per side

2- Part NCR \$0.16 per set

3-Part NCR \$0.25 per set

3-Part NCR, color ink \$1.04 per set

Letter Head \$0.09 per sheet

Tabs \$0.13 per sheet

\*Other By Request

Description	Pricing
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### Wide Format - Up to 42 in. Wide

Photo Gloss : \$3.00 per SQ foot

Wide Format Poster  
(24' X 36") \$18.00 per poster

Vinyl \$4.00 per SQ foot

### Standard Color Paper

Tan (8.5 X 11) \$0.04 per side

Green (8.5 X 11) \$0.04 per side

Pink (8.5 X 11) \$0.04 per side

Blue (8.5 X 11) \$0.04 per side

Yellow (8.5 X 11) \$0.04 per side

Cardstock 67LB \$0.05 per side

(8.5 X 11, All colors above)

Cardstock Yellow  
(11 X 17) \$0.05 per side

### Finishing

Staple Portrait Upper left \$0.02 per staple

Staple Landscape \$0.02 per staple

Booklet Staple \$0.04 per staple

Lamination \$0.63 per foot

Insert Tabs \$0.13 per tab

Folding \$0.01 per piece

Cutting \$5.00 flat production fee

**NEW** Foam Core Board

Easel Size (24' X 36") \$7.00 per board

Face Trimming \$0 per trim

### Binding

Tape Bind \$0.48 each

Comb Under 1" \$0.25 each

Comb 1" or Over \$0.63 each

NCR Adhesive \$0.31 per 100 sets

Padding \$0.13 up to 50 sheets

**Prices are subject to change.**

**\*Special Order Paper will be ordered on a case-by-case basis. The department is responsible for this cost and will be charged back.**

**Please allow adequate lead time to fulfill print requests.**

**For standard black and white or color jobs, allow 48 to 72 hours (2 to 3 days).**

**For jobs requiring special services (folding, cutting, laminating, etc) allow 72 hours (3 days).**

**NOTE: The above times may change during peak times (e.g. pre-semester)**