

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	11p	14p	14p	17p	17p	22p	22p	28p	28p	16p
Labels (A4 sheet)		1 - 9 copies 50p each		10 + copies 40p each		NCR sets B&W		17p per A4 sheet		

Full Colour Digital Copying (20% uplift per click charge for each pass of speciality toners, gold, 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	19p	17p	33p	29p	30p	28p	52p	48p	7p
Silk/Uncoated 200 - 300gsm	11p	25p	25p	39p	39p	39p	39p	61p	61p	16p
Labels (A4 sheet)		1 - 9 copies 75p each		10 + copies 60p each		NCR sets colour		28p per A4 sheet		

Poster and Banner Printing (Foamex boards available please enquire)

Size	Full Colour Matt	Full Colour Gloss	Full Colour Canvas	Adhesive Wallpaper	Roller Banner Print & Stand 800mm x 2130mm	£115.00
A0	£19.00	£23.00	£45.00	£50.00	Roller Banner Print (without Stand)	£60.00
A1	£15.00	£18.00	£40.00	£45.00	Large Format Scanning from	£7.50
A2	£13.00	£15.00	£38.00	£40.00	Cardboard Carrier Poster Tube	£3.50
					Plastic Carrier Poster Tube	£9.50
					A3 Tabletop banner (with graphic)	£20.00

Dissertation Printing /Hard Back Binding

Colour / Black & White mixed 90gsm silk S/S	14p
Colour / Black & White mixed 90gsm silk D/S	20p
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. £3.00 set-up + 60p per copy	60p
Perfect binding A4 or A5 (min 30 books, 200+ POA)	£1.00
Booklets (folded/stapled) 12 sheets max	7p
Booklets (box fold/stapled) 25 sheets max	10p

Finishing

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)	35p
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 + £35 per hour prep	
Hand Finishing Priced per hour at £35	
<ul style="list-style-type: none"> Perforating Scoring / Numbering Collating / Padding Envelope Stuffing 	<ul style="list-style-type: none"> Trimming - Flyers and invites have a 20% cutting fee

Lamination

A0 Lamination	£12.00
A1 Lamination	£8.00
A2 Lamination	£6.00
A3 Lamination	£2.20
A4 Lamination	£1.10
A5 Lamination	55p
Soft touch A3/A4	additional 20p/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
UOB Ceremonial logo place card	30p each

Name badges 90mm x 54mm - Clip and pin - 80p each
Mailmerge - £20 1st database - £10 for additional
Mailing fulfilment - POA

Business / Membership 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

UoB Branded Items

Cotton Bags	£2.35
Plastic Folders	£4.00
Card Folders	£1.75
8GB USBs	£6.50
Lanyards / Without plastic holder	£1.30 / £1
Pens	55p
Pencils	30p
A5 Pads	£1.50

There is a minimum charge of £5 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. Effective from 1st November (this supercedes any other pricelist) subject to VAT where applicable.