

Standard price list

Copying/printing/binding

Assisted copying / digital printing	
B/W printing	
A4 – per side	3p
A3 – per side	5p
A4 white paper – per sheet	1p
A3 white paper – per sheet	2p
A4 coloured paper – per sheet	2p
A3 coloured paper – per sheet	3p
A4 heavy paper (160gsm) – per sheet	3p
A3 heavy paper (160gsm) – per sheet	9p
Colour printing	
Minimum charge	£2.00
A4 – per side	20p
A3 – per side	35p
A4 white laser paper – per sheet	2p
A3 white laser paper – per sheet	3p
A4 heavy laser paper (160gsm) – per sheet	3p
A3 heavy laser paper (160gsm) – per sheet	5p
A4 card (250gsm) – per sheet	5p
A3 card (250gsm) – per sheet	10p

Binding	
Comb binding (A4, per book)	
Up to 12mm	£2.00
Thicker than 12mm	£3.00
Clear PVC covers (each)	30p
Plain card (250gsm) – per sheet	10p
Thermal binding (A4, per book)	
Up to 12mm	£2.00
Thicker than 12mm	£3.00
Thermal cover – small	50p
Thermal cover – large	£1.00

All prices shown are guide prices only – individual jobs may be subject to additional charges depending on the work involved.

Prices shown include VAT where applicable.

Study pack printing	
Scanning – hourly rate	£60.00
<i>Scanning charge waived for printed packs</i>	
B/W printing – per side (including standard paper)	3p
Card covers – each	5p
Binding (plastic binding screw)	50p

Laminating	
A4 – each	75p
A3 – each	£1.25

Paper (sheets per box)	Box	Ream
White copy A4 80gsm (2500)	£15.00	£3.00
White copy A3 80gsm (1500)	£17.00	£6.00
White copy A4 160gsm (1000)	£17.00	£5.00
White copy A3 160gsm (n/a)	–	£9.00
Tints A4 80gsm (2500)	£40.00	£8.00
Tints A3 80gsm (2500)	£70.00	£14.00
Tints A4 160gsm (1250)	£35.00	£8.00
Desk block notepaper squares (6 blocks of 500 squares per box)	£7.00	n/a
1 ream = 500 sheets 80gsm, 250 sheets 160gsm		

Large format display/presentation posters		
	First copy	Extras (each)
A2	£10.00	£5.00
A1	£15.00	£10.00
A0	£30.00	£20.00
Full colour inkjet print on 190gsm silk paper		

Large format plan/CAD prints		
	Black and white	Colour
A2	£1.25	£2.50
A1	£2.50	£5.00
A0	£5.00	£10.00
Text/line art print on 90gsm copy paper		

Standard price list

Stationery

Letterheads	
500	£117.00
1000	£131.00
1500	£145.00
2000	£159.00
2500	£173.00
3000	£187.00
3500	£201.00
4000	£215.00
4500	£229.00
5000	£243.00
6000	£271.00
7000	£299.00
8000	£327.00
9000	£355.00
10000	£383.00
Litho print 1 colour on 100gsm paper	

Compliments slips (short run – digital)	
50	£17.00
100	£20.00
125	£23.00
150	£25.00
200	£30.00
250	£35.00
300	£40.00
400	£50.00
500	£60.00
1000	£90.00
Digital colour print on 100gsm paper	

Business cards (printed both sides)	
50	£20.00
100	£25.00
125	£27.00
150	£30.00
200	£35.00
250	£42.00
300	£48.00
400	£60.00
500	£65.00
1000	£100.00
Digital colour print on 350gsm card	

Name badges (for meetings/conferences)			
10	£16.00	80	£58.00
15	£19.00	90	£64.00
20	£22.00	100	£70.00
25	£25.00	110	£76.00
30	£28.00	120	£82.00
40	£34.00	130	£88.00
50	£40.00	140	£94.00
60	£46.00	150	£100.00
70	£52.00	200	£120.00
Digital colour print on 250gsm card Supplied with clear plastic pin badge holder 90x60mm			

All prices shown are for standard University stationery and include typesetting.

All letterheads are litho printed by an approved external supplier.

Prices shown include VAT where applicable.

If your project is not covered above, please ask for a quotation.

Standard price list

Leaflets/postcards/posters

Leaflets/flyers	A6 1-sided	A6 2-sided	A5 1-sided	A5 2-sided	A4 1-sided	A4 2-sided
50	£18.00	£20.00	£18.00	£22.00	£20.00	£25.00
100	£20.00	£23.00	£21.00	£28.00	£25.00	£35.00
200	£24.00	£30.00	£27.00	£40.00	£36.00	£55.00
300	£28.00	£36.00	£33.00	£50.00	£47.00	£72.00
400	£32.00	£42.00	£40.00	£60.00	£58.00	£90.00
500	£35.00	£48.00	£45.00	£70.00	£70.00	£105.00
600	£39.00	£54.00	£50.00	£80.00	£81.00	£130.00
700	£42.00	£60.00	£55.00	£90.00	£92.00	£145.00
800	£45.00	£66.00	£60.00	£100.00	£102.00	£160.00
900	£48.00	£72.00	£65.00	£110.00	£115.00	£175.00
1000	£52.00	£78.00	£70.00	£120.00	£125.00	£190.00

All prices based on digital colour print on 170gsm silk paper from artwork supplied

Postcards – A6	1-sided	2-sided
50	£18.00	£20.00
100	£20.00	£23.00
200	£24.00	£30.00
300	£28.00	£36.00
400	£34.00	£43.00
500	£40.00	£50.00
600	£45.00	£60.00
700	£50.00	£68.00
800	£55.00	£75.00
900	£60.00	£82.00
1000	£65.00	£90.00

Colour print on 300gsm matt or silk card, artwork supplied

Postcards – A5	1-sided	2-sided
50	£19.00	£21.00
100	£22.00	£30.00
200	£30.00	£40.00
300	£38.00	£50.00
400	£45.00	£60.00
500	£55.00	£72.00
600	£63.00	£85.00
700	£70.00	£97.00
800	£77.00	£108.00
900	£83.00	£119.00
1000	£90.00	£130.00

Colour print on 300gsm matt or silk card, artwork supplied

Posters	A4	A3
50	£20.00	£25.00
100	£25.00	£32.00
200	£36.00	£51.00
300	£47.00	£70.00
400	£58.00	£90.00
500	£70.00	£110.00
600	£81.00	£130.00
700	£92.00	£150.00
800	£102.00	£170.00
900	£115.00	£190.00
1000	£125.00	£210.00

Colour print on 170gsm silk paper, artwork supplied

All prices shown are guide prices only – individual jobs may be subject to additional charges depending on the work involved.

Prices shown include VAT where applicable.

If your project is not covered above, please ask for a quotation.