

Standard price list

Copying/printing/binding

Assisted printing and copying

Please note that a minimum charge of £3.00 will apply to any job we do for you

Black and white 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	5p
A3 coloured paper – per sheet	8p
A4 heavy paper (160gsm) – per sheet	5p
A3 heavy paper (160gsm) – per sheet	10p

Colour printing

A4 – per side	20p
A3 – per side	35p
A4 white laser paper – per sheet	2p
A3 white laser paper – per sheet	5p
A4 heavy laser paper (160gsm) – per sheet	5p
A3 heavy laser paper (160gsm) – per sheet	10p
A4 card (250gsm) – per sheet	10p
A3 card (250gsm) – per sheet	20p

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

Paper

Due to a highly volatile market and severe supply chain issues post-Brexit we are currently unable to offer fixed prices for paper. Prices are dependent on what stock is available at the time of ordering.

To order paper in bulk from the Print Unit, please contact us for a quotation.

Laminating

A4 – each	75p
A3 – each	£1.25

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

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.

Standard price list

Stationery

Letterheads (minimum quantity 500)			
500	£155.00	4000	£309.00
1000	£177.00	5000	£353.00
1500	£199.00	6000	£397.00
2000	£221.00	7000	£441.00
2500	£243.00	8000	£485.00
3000	£265.00	9000	£529.00
3500	£287.00	10000	£573.00

Litho print | colour on 100gsm paper

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

Digital colour print on 100gsm paper

Business cards	1-sided	2-sided
50	£15.00	£20.00
100	£20.00	£25.00
150	£23.00	£30.00
200	£25.00	£35.00
250	£30.00	£42.00
300	£35.00	£48.00
400	£40.00	£60.00
500	£45.00	£65.00
1000	£75.00	£100.00

Digital colour print on 300gsm card

Name badges (for meetings/conferences)			
10	£20.00	80	£63.00
15	£24.00	90	£69.00
20	£27.00	100	£75.00
25	£30.00	110	£81.00
30	£33.00	120	£87.00
40	£39.00	130	£93.00
50	£45.00	140	£99.00
60	£51.00	150	£105.00
70	£57.00	200	£135.00

Digital colour print on 300gsm card
Supplied with clear plastic pin badge holder 90x60mm
Includes artwork set-up (delegate list supplied in Excel)

Tent cards (for VIP dinners/meetings/conferences)			
10	£15.00	80	£42.00
15	£18.00	90	£45.00
20	£21.00	100	£48.00
25	£24.00	110	£51.00
30	£27.00	120	£54.00
40	£30.00	130	£57.00
50	£33.00	140	£60.00
60	£36.00	150	£63.00
70	£39.00	200	£78.00

Digital colour print on 300gsm card
Dimensions | 15x80mm, creased and folded
Includes artwork set-up (delegate list supplied in Excel)

All prices shown are for standard University stationery and include typesetting. 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/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	£23.00	£25.00
100	£21.00	£25.00	£21.00	£28.00	£25.00	£35.00
200	£25.00	£32.00	£28.00	£40.00	£37.00	£55.00
300	£29.00	£38.00	£34.00	£50.00	£49.00	£72.00
400	£33.00	£44.00	£40.00	£60.00	£60.00	£90.00
500	£36.00	£50.00	£46.00	£70.00	£71.00	£105.00
600	£40.00	£56.00	£52.00	£80.00	£82.00	£130.00
700	£44.00	£62.00	£58.00	£90.00	£93.00	£145.00
800	£48.00	£68.00	£64.00	£100.00	£104.00	£160.00
900	£52.00	£74.00	£70.00	£110.00	£115.00	£175.00
1000	£55.00	£80.00	£76.00	£120.00	£125.00	£190.00

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

Folded leaflets (4pp A5)	170gsm	250gsm
50	£28.00	£33.00
100	£38.00	£52.00
200	£64.00	£85.00
300	£92.00	£123.00
400	£118.00	£160.00
500	£143.00	£198.00
600	£162.00	£233.00
700	£180.00	£268.00
800	£197.00	£302.00
900	£214.00	£336.00
1000	£230.00	£370.00

Colour print on matt or silk paper/card, artwork supplied

Posters	A4	A3
50	£23.00	£27.00
100	£25.00	£32.00
200	£37.00	£54.00
300	£49.00	£76.00
400	£60.00	£98.00
500	£71.00	£120.00
600	£82.00	£139.00
700	£93.00	£157.00
800	£104.00	£175.00
900	£115.00	£199.00
1000	£125.00	£219.00

Colour print on 170gsm silk paper, artwork supplied

Postcards – A6	A6 1-sided	A6 2-sided	A5 1-sided	A5 2-sided
50	£18.00	£20.00	£19.00	£22.00
100	£22.00	£24.00	£23.00	£28.00
200	£25.00	£31.00	£32.00	£42.00
300	£30.00	£38.00	£41.00	£53.00
400	£36.00	£46.00	£50.00	£63.00
500	£42.00	£54.00	£60.00	£75.00
600	£48.00	£62.00	£70.00	£87.00
700	£54.00	£70.00	£80.00	£99.00
800	£60.00	£79.00	£90.00	£111.00
900	£65.00	£88.00	£100.00	£123.00
1000	£70.00	£97.00	£110.00	£135.00

Colour print on 300gsm matt or silk card, 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.