

## CENTRAL SERVICES PRICE LIST 2025-2026

		DEPT (no tax)	EMPLOYEE (+ tax)	EXTERNAL (+ tax)
<b>COLOUR PRINTING - cost per side unless otherwise stated</b>				
Letter (8.5x11)	Premium White	\$0.15	\$0.20	\$0.40
	Neon	\$0.15	\$0.20	\$0.40
	Pastel	\$0.20	\$0.25	\$0.40
	Cardstock	\$0.20	\$0.25	\$0.40
Legal (8.5x14)	Premium White	\$0.15	\$0.20	\$0.40
	Pastel	\$0.20	\$0.25	\$0.40
	Cardstock	\$0.30	\$0.35	\$0.40
Ledger (11x17)	Premium White	\$0.15	\$0.20	\$0.80
	Pastel	\$0.20	\$0.25	\$0.80
	Cardstock	\$0.35	\$0.40	\$0.80
Postcards (5"x7" or 4"x6")	1 sided	\$0.10	\$0.15	\$0.50
	2 sided	\$0.20	\$0.25	\$1.00
Bookmarks/Tickets (8"x2")	1 sided	\$0.05	\$0.10	\$0.25
	2 sided	\$0.10	\$0.15	\$0.50
<b>B&amp;W PRINTING - cost per side unless otherwise stated</b>				
Letter (8.5x11)	White	\$0.08	\$0.15	\$0.25
	Neon	\$0.08	\$0.15	\$0.25
	Pastel	\$0.15	\$0.20	\$0.25
	Cardstock	\$0.15	\$0.20	\$0.30
Legal (8.5x14)	White	\$0.10	\$0.15	\$0.25
	Pastel	\$0.15	\$0.20	\$0.25
	Cardstock	\$0.30	\$0.35	\$0.50
Ledger (11x17)	White	\$0.10	\$0.15	\$0.25
	Pastel	\$0.15	\$0.20	\$0.25
	Cardstock	\$0.30	\$0.35	\$0.50

*EMPLOYEE=Active & ex King's Emp, Associations, KUCSC, Diocese. EXTERNAL=Active Students, Aramark, UWO, etc.*

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	DEPT (no tax)	EMPLOYEE (+ tax)	EXTERNAL (+ tax)
<b>SERVICES</b>			
Cerlox Binding (including covers)	\$4.00	\$5.00	\$7.00
Laminating - Letter (8.5x11)	\$2.00	\$2.50	\$3.00
Laminating - Legal (8.5x14)	\$3.00	\$3.50	\$4.00
Laminating - Ledger (11x17)	\$4.00	\$4.50	\$5.00
Fax - Long Distance	\$2.50	\$2.50	\$2.50
Fax - Overseas	\$5.00	\$5.00	\$5.00
Print Packaging Fee	\$1	n/a	n/a
Coursepack Creation Fee	+\$10	n/a	n/a
Courier Convenience Fee	n/a	+\$5	+\$10
Photocopier Fleet	\$0.10	\$0.10	\$0.10
<b>PRODUCTS</b>			
Expedited Parcel - Regional	\$5.00	\$5.00	\$10.00
Expedited Parcel - National	\$10.00	\$10.00	\$20.00
Courier	at cost	+\$5	+\$10
Envelope - standard #10	\$0.10	\$0.15	\$0.20
Envelope - 6" x 9.5"	\$0.25	\$0.30	\$0.40
Envelope - 9" x 12"	\$0.15	\$0.20	\$0.50
Envelope - 12" x 16"	\$0.75	\$0.80	\$1.00
Envelope - #0 Bubble	\$1.00	\$1.25	\$1.50
Envelope - #3 Bubble	\$1.00	\$1.25	\$1.50
Envelope - #6 Bubble	\$2.00	\$2.50	\$3.00
Dante Cards with envelope	\$2.00	\$2.50	\$5.00
Small Tent Cards	\$0.20	X	X
Large Tent Cards	\$0.25	X	X
Magnetic Name Badge	\$10.73	X	X
Keys - 1 replacement	X	X	\$20.00
Keys - full set replacement	X	X	\$50.00
Student Business Cards - 50 pack	X	X	\$60.00
Student Business Cards - 100 pack	X	X	\$70.00

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