

Finishing



Folding & Scoring

We can fold and score your documents from 3 cents per sheet. Please allow at least 2 days for large qty's.

- » \$30.00 per thousand sheets.



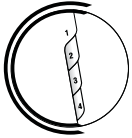
CD/DVD Burning

- » CD - \$12.00 per burn.
(Includes CD + case) (Cheaper unit costs for higher qty's)
- » DVD - \$15.00 per burn.
(Includes DVD + case) (Cheaper unit costs for higher qty's)
- » DVD/CD/USB provided - \$6.00 per burn.
(Cheaper unit costs for higher qty's.)
- » Photos Burnt to CD - \$13.95 DVD - \$16.95



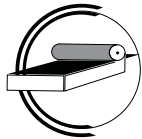
Download Fees

- » From Disc/USB \$3.00
- » File Opening - 40 cents per file.



Tab Printing

- » B/W Tabs - From 65 cents per tab (Tabs included)
 - » Colour Tabs - From \$1.50 each (Tabs included)
 - » Custom tabs available - From \$1.95 each (Tabs included)
- (All tabs are printed on 200GSM gloss or satin. We can also design your tabs for you. Normal Design fees apply.)



Laminating

- » A5 = \$1.50
- » A3 = \$3.95
- » A1 = \$14.95
- » A4 = \$2.50
- » A2 = \$9.95
- » A0 = \$24.95

Cello Glazing

- A5 = \$1.95
- A4 = \$2.95
- A3 = \$4.95
(conditions apply)



Pad Gluing

- » \$2.00 per pad (50 sheets, minimum of 10 pads).
- » \$1.00 per pad 21+ (conditions may apply).

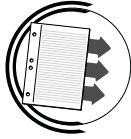


Finishing cont'd



Fax Services/Email

- » National - \$2.00 per fax
(first 2 pages, 25 cents for each proceeding page.)
- » International - \$4.00 per fax
(First 2 pages, 50 cents for each proceeding page.)
- » Emailing up to 6MB per email - \$3.00



Bulk Scanning

- » Scan all your old documents onto CD
- starting from 45 cents per doc fed scan, 9 cents there after.
- » A4/A3 B/W scanning - 1st page \$3.95
- Additional pages A4 = 45 cents A3 = 85 cents
- » A4/A3 Colour - 1st page \$4.95
- Additional pages A4 = 65 cents A3 = \$1.00
- » B/W per scan - A2 = \$3.50 A1 = \$5.50 A0 = \$6.50
- » F/C per scan - A2 = \$20 A1 = \$25 A0 = \$35



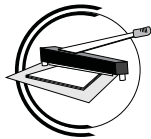
Stapling

- » Machine Stapling - 5 cents per stapled document
- » Hand Stapling - 10 cents per staple
- » Saddle Stitching - 50 cents per book.



Hole Punching

- » 2, 3 and 4 holes (up to 250 sheets) - \$2.00



Guillotine/Trimming

- » Starting at \$2.00 per 250 sheets.

**we wont be beaten
on price!**

Bring in your quote or email us & we will beat it!



Binding

Plastic Comb Binding

	A4	Pages
Small	\$3.00	1-40
Medium	\$4.00	40-60
Large	\$5.00	60-90
Extra Large	\$7.00	100+

All binding excludes clear front covers and black leather grain backs. Other colours & finishes available on request.

Uni Binding

Heat Metal Strip	A4	Pages
Small	\$5.00	1-30
Medium	\$7.00	30-70
Large	\$9.00	70-120
Extra Large	\$11.00	120-180
Gigantic	\$13.00	180+

All binding excludes clear front covers and black leather grain backs. Other colours & finishes available on request.

Plastic Wire Binding

Coated Wire	A4	Pages
Small	\$4.00	1-20
Medium	\$5.00	20-40
Large	\$6.00	40-100
Extra Large	\$9.00	100+

All binding excludes clear front covers and black leather grain backs. Other colours & finishes available on request.

Wire Binding

	A4	Pages
Small	\$4.00	1-20
Medium	\$5.00	20-40
Large	\$6.00	40-100
Extra Large	\$9.00	100+

All binding excludes clear front covers and black leather grain backs. Other colours & finishes available on request.



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