

PHOTOCOPY SERVICES

Black Copies on 20lb Paper

8.5 x 11	copies 1-50	0.07 ea
8.5 x 11	copies 50+	0.03 ea
8.5 x 14	copies 1-50	0.10 ea
8.5 x 14	copies 50+	0.05 ea
11 x 17	copies 1-50	0.25 ea
11 x 17	copies 50+	0.20 ea

*White paper only on 11 x 17

8.5 x 11	90lb index	0.20 ea
8.5 x 11	110lb index	0.25 ea

0.01 CHARGE FOR PASTEL PAPER

0.03 CHARGE FOR ASTROBRIGHT

Color Copies on 20lb Paper

8.5 x 11	color	0.35 ea
8.5 x 14	color	0.60 ea
11 x 17	color	1.00 ea

Additional cost for 90lb index	0.05 ea
Additional cost for 110lb index	0.10 ea

All prices are per side
Color paper available by request for
an additional cost.

MISCELLANEOUS SERVICES

Folding per sheet 0.01 pg

Cutting per cut 0.50 cut
Up to 500 sheets of 20lb paper per cut
Up to 250 sheets of 90lb paper per cut

Assemble Booklets

3 pages or less 0.07
4 to 7 pages 0.10
8 to 10 pages 0.12

Binding

Comb binding available.
Ask staff for pricing

Fax Services

Sending

1st page 1.00
Additional pages 1.00

Receiving

Each page 1.00

OTHER SERVICES

Laminating

8.5 x 11	each	1.00
8.5 x 14	each	1.50
11 x 17	each	2.50

Mailing Labels 0.75sht

Transparencies 1.00/ea

Bulk Mail Service - We will provide
bulk-mailing service for Laguna
Woods Village Clubs &
Organizations when the mailing is
scheduled in advance and it does
not conflict with regularly
scheduled mailings. Please see
staff for details and pricing.

Prices subject to change