






reprographics@herts.ac.uk | 01707 285065 | Mon- Fri 8.30am -12.30pm / 1.00pm -4.30pm (Fri 3.30pm) Closed Wednesdays

<div>SHEET PRICING (up to A3)</div> <div>MONOCHROME (BLACK ONLY)</div> <div>A4</div> <div>A3</div> <div>A3 = 2x A4 / 4 x A5 / 6 x DL / 8 x A6</div>	<div>SINGLE SIDED</div> <div>(Printed on one side of sheet only)</div> <div>4p per sheet</div> <div>8p per sheet</div>	<div>DOUBLE SIDED</div> <div>(Printed on both sides of sheet)</div> <div>8p per sheet</div> <div>14p per sheet</div>	<div>Each blank page in double sided mono job charges at 1 x click at 4p</div> <div><div>Make sure that your hyperlinks, page numbers and any headers/ footers are in greyscale if you do not want to be charged colour costs for them</div><div>TOP TIP</div></div>
<div>COLOUR</div> <div>A4</div> <div>A3</div> <div>A3 = 2x A4 / 4 x A5 / 6 x DL / 8 x A6</div>	<div>16p per sheet</div> <div>30p per sheet</div>	<div>30p per sheet</div> <div>60p per sheet</div>	<div>Each blank page in double sided colour job charges 1 x click at 8p</div> <div><div>We can offer white or clear printing on your job for 32p per A3 (max) side. Call in or email for how to set up your files</div></div>
<div>LARGE FORMAT (Up top A0)</div> <div>It is recommended to create your file with as many A1's or A2's that you can get on an A0 for cost effective ordering.</div> <div>TOP TIP</div> <div>A0 = 2 x A1 / 4 x A2</div>	<div>POSTER STOCK</div> <div>Anti-tear (gloss or matt)</div> <div>140gsm uncoated</div> <div>180gsm uncoated</div> <div>Giclee (archival acid free paper)</div> <div>Photo gloss or silk</div> <div>Film</div> <div>Canvas (adhesive or plain)</div> <div>Adhesive Matt</div> <div>Adhesive Vinyl</div> <div>Foamboards (3mm thick)</div> <div>Exterior banners with eyelets</div>	<div>A0</div> <div>£7.50</div> <div>£7.50</div> <div>£10.00</div> <div>£10.00</div> <div>£20.00</div> <div>£6.00</div> <div>£10.00</div> <div>£7.50</div> <div>£10.00</div> <div>£25.00</div> <div>£7.50</div> <div>A1</div> <div>£6.00</div> <div>£6.00</div> <div>£7.50</div> <div>£7.50</div> <div>£15.00</div> <div>£4.00</div> <div>£7.50</div> <div>£6.00</div> <div>£7.50</div> <div>£20.00</div> <div>per meter square</div> <div>A2</div> <div>£5.00</div> <div>£5.00</div> <div>£6.00</div> <div>£6.00</div> <div>£10.00</div> <div>£3.00</div> <div>£5.00</div> <div>£5.00</div> <div>£6.00</div> <div>£10.00 (A3 - £5.00/ A4 £2.50)</div>	
<div>POP UP BANNERS</div> <div>UH Banners should be designed by studio@herts.ac.uk</div> <div>Standard size £45.00 each</div> <div>A3 & A4 banners available</div> <div>A4 £19.00 each</div> <div>A3 £23.00 each</div>	<div>2000mm image with 150mm 'take up' for the mechanism</div> <div></div>	<div>LABELS & STICKERS</div> <div>Vinyl matt or gloss</div> <div>Kiss cut to shape required to enable peel off.</div> <div>£3.50 per A4 sheet / £6.00 per A3 sheet</div> <div>Larger sizes, please enquire about the price per meter.</div>	<div>FOILING</div> <div>Please enquire about foiling options.</div> <div>MUGS, T-SHIRTS, TOTES</div> <div>We can provide small quantities of printed mugs, t-shirts etc.</div> <div>Please enquire for more details.</div>
<div>BINDING (up to A3 only)</div> <div>Minimum number of physical sheets that we will bind is 30 (60 sides) less will be stapled</div> <div>Wire - short or long edge A4 / short edge only A3 upto 250 sheets</div> <div>Includes wire binder and card covers</div> <div>Prices on top of printing costs</div> <div>PLEASE NOTE that we no longer provide acetate/plastic covers, due to single use plastics.</div>	<div><div>WIRE BINDING</div><div></div><div>A4</div><div>A3</div><div>£3.50 per book</div><div>£3.60 per book</div><div></div><div>Laminated covers add £1.40 per A4 book and £2.50 per A3 book</div></div>	<div>Comb - short or long edge A4 / short edge only A3 upto 480 sheets</div> <div>Includes plastic binder and card covers</div> <div>Prices on top of printing costs</div> <div>PLEASE NOTE that we are fading this option out due to single use plastics. (Medical requirements not included)</div>	<div><div>COMB BINDING</div><div>A4</div><div>A3</div><div>£3.50 per book</div><div>£3.60 per book</div><div></div><div></div><div>Laminated covers add £1.40 per A4 book and £2.50 per A3 book</div></div>
<div>PERFECT/GLUE BINDING</div> <div>Up to A4 long or short edge, A3 short edge only.</div> <div>Minimum 40 sheets (80 sides)</div>	<div>Up to A4</div> <div>£3.50 per book</div> <div>A3</div> <div>£4.00 per book</div>	<div>Please discuss cover artwork requirements with us in advance.</div>	<div><div>If you are at all unsure of your requirements, please pop in to visit us to discuss. We are able to do more than is listed here. Quotes are free with no obligation.</div></div>
<div>CREASING</div> <div>1p per sheet</div> <div>FOLDING</div> <div>1p per sheet</div> <div>HOLE PUNCHING</div> <div>1p per sheet</div>	<div>LAMINATION (matt or gloss)</div> <div>A4</div> <div>70p per sheet</div> <div>A3</div> <div>£1.25 per sheet</div> <div>A2</div> <div>£2.50 per sheet</div> <div>A1</div> <div>£3.00 per sheet</div> <div>A0</div> <div>£5.00 per sheet</div>	<div>STITCHING (Stapling)</div> <div>In-line stitching</div> <div>Saddle stitching (stapled along spine)</div>	<div>Free</div> <div>A5</div> <div>5p per book (A4 folded to A5)</div> <div>A4</div> <div>10p per book (A3 folded to A4)</div>
<div>UH STATIONERY</div> <div>1 ream (500 sheets) letterhead</div> <div>£25.00</div> <div>1 ream (500 sheets) continuation paper</div> <div>£25.00</div> <div>1 pad (100 sheets) compliments slips</div> <div>£4.00</div>	<div><div>SCRAP PADS</div><div>Send over your single sided waste paper and we will make into scrap pads either for you or for the general population. Please ensure no staples remain</div></div>	<div>DELIVERY INFORMATION</div> <div>Internal deliveries are free via Goods Inwards & the Post Room</div> <div>External deliveries are charged at the appropriate rate for Royal Mail or DHL</div>	