

PAPER STOCKS & COLORS

BRIGHTS

HOT PINK
BLUE
RED
ORANGE
YELLOW
LEMON
GOLD
LIME GREEN
GREEN
VIOLET
TURQUOISE
RED/ORANGE

PASTELS

ORCHID
CHERRY
LIGHT BLUE
GOLDENROD
TAN
SALMON
LIGHT GREEN
PINK
YELLOW
GREY
IVORY
WHITE

NCR CARBONLESS

2 PART (WHITE/YELLOW)
3 PART (WHITE/YELLOW/PINK)
4 PART (WHITE/YELLOW/PINK/GOLD)

ENVELOPES

#9 REGULAR
#9 WINDOW
#10 REGULAR
#10 WINDOW
A-2 (FOR THANK YOU CARDS)

TABS

TABS ARE IN SETS OF 5, CAN BE
PRINTED ON AND INSERTED INTO
BOOKS. (TABS ARE \$.25/SET)

THE PRINT SHOP IS LOCATED IN
THE CENTRAL OFFICE AT
3600 TRENT ROAD
NEW BERN, NC 28562

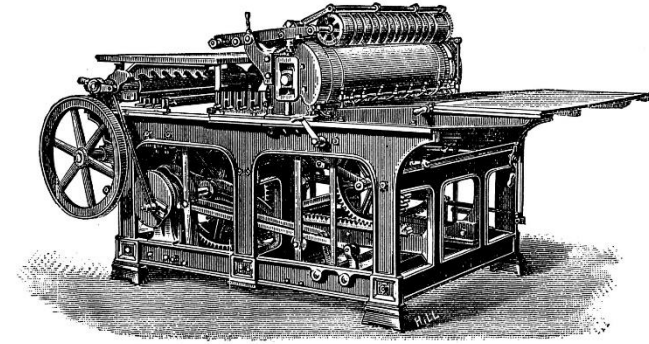
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CRAVEN COUNTY SCHOOLS OPERATIONAL SUPPORT SERVICES



PRINT SHOP

SERVICES WE PROVIDE

❖ PRINTING

- BOOKLETS
- PAMPHLETS
- WORKSHEETS
- FLYERS
- HANDBOOKS
- NCR FORMS
- POSTERS
- BANNERS
- THANK YOU CARDS
- CHRISTMAS CARDS
- RAFFLE TICKETS
- BUSINESS CARDS
- TABS

❖ FOLDING

- HALF FOLD
- TRI-FOLD
- Z-FOLD
- DOUBLE PARALLEL

❖ CUTTING

- HALF
- QUARTER

❖ BINDING

- STAPLING
- SADDLE STITCH
- PLASTIC COMBS
- METAL COILS
- PERFECT BIND

❖ HOLE PUNCHING

- 2 ON LEFT
- 3 ON LEFT
- CALENDAR

❖ LAMINATING

❖ PERFORATING & SCORING

OTHER SERVICES

❖ FOLDING, CUTTING, & HOLE PUNCHING ARE FREE OF CHARGE!

❖ THERE IS NO CHARGE FOR SADDLE STITCHING AND 2 SIDED STAPLING WHEN BINDING IS REQUIRED.

DOOR HANGERS & ROLODEX CARDS

3X5 3-UP \$13.54/PACK
(.27/SHEET)

8.5X11 3-UP \$24.75/PACK
(.10/SHEET)

POSTERS

STANDARD SIZES

- 16X20 \$2/EACH
- 18X24 \$4/EACH
- 24X36 \$6/EACH

(\$1 IS ADDED TO EACH POSTER FOR LAMINATING)

BANNERS CAN BE PRINTED 24 INCHES WIDE BY ANY LENGTH (PRICE WILL DEPEND ON LENGTH)

WE CAN ALSO DO PERSONAL PRINTING FROM OUTSIDE OF THE SCHOOL SYSTEM FOR ADDITIONAL FEE OF 25% ABOVE NORMAL PRINTING COSTS.

PRINTING COSTS

8.5X11 .01/SHEET
PLAIN PAPER (1 OR 2 SIDED)

8.5X11 .015/SHEET
MIDDLEWEIGHT PAPER (1 OR 2 SIDED)

8.5X11 .03/SHEET
HEAVYWEIGHT PAPER (1 OR 2 SIDED)

8.5X11 .012/SHEET
NCR PAPER (2,3 & 4 PARTS)

11X17 .02/SHEET
MIDDLEWEIGHT PAPER (1 OR 2 SIDED)

11X17 .06/SHEET
HEAVYWEIGHT PAPER (1 OR 2 SIDED)

12X18 .11/SHEET
HEAVYWEIGHT PAPER (1 OR 2 SIDED)

12X18 .17/SHEET
HEAVYWEIGHT GLOSS (1 OR 2 SIDED)

8.5X11 .05/SIDE
COLOR PRINTING (PLUS PRICE OF PAPER)

11X17 .14/SIDE
COLOR PRINTING (PLUS PRICE OF PAPER)

20% ADDED TO PRINTING FOR SUPPLIES ON DIGITAL DUPLICATING MACHINES

BINDING COSTS

.06/BOOK PERFECT BINDING

.05/BOOK COMBS & COILS

(PRICE MAY INCREASE ON COMBS & COILS DEPENDING ON SIZE OF BOOK)

PRICES FOR PERFECT BINDING & COIL BINDING ARE ADDED TO COST OF EACH BOOK.