

STANDARD PRINTING PROJECTSE-mail HPU Printshop at rvermeesch@hpu.edu for more information.

DESCRIPTION	Quantity 250	Quantity 500	Quantity 1000	Quantity Additional 1000
Business Card	\$70	\$75	\$90	\$30
Letterhead	\$60	\$80	\$115	\$70
#10 Business Envelope	\$55	\$70	\$100	\$55
#10 Window Envelope	\$60	\$75	\$105	\$65
#9 Return Envelope	\$55	\$65	\$90	\$50
#6 ¾ Business Reply Envelope	\$60	\$75	\$110	\$65
9 x 12 Envelope	\$75	\$105	\$160	\$105
10 x 13 Envelope	\$100	\$140	\$220	\$160
2-part form 8.5 x 11 1-side	\$90	\$135	\$220	\$170
2-part form 8.5 x 11 2-side	\$135	\$185	\$290	\$200
3-part form 8.5 x 11 1-side	\$100	\$150	\$250	\$200
3-part form 8.5 x 11 2-side	\$140	\$210	\$340	\$230
Embossed Invitations w/envelopes	\$150	\$230	\$380	\$350

Standard Postcard (6x4.25) 250 - \$470 | 500 - \$495 | 1,000 - \$550 | 1,500 - \$600 | 2,000 - \$650 | 2,500 - \$700 | 3,000 - \$750
 3,500 - \$800 | 4,000 - \$850 | 4,500 - \$900 | 5,000 - \$940 | 5,500 - \$990 | 6,000 - \$1035
 6,500 - \$1080 | 7,000 - \$1125 | 7,500 - \$1170 | 8,000 - \$1210 | 8,500 - \$1250 | 9,000 - \$1295
 9,500 - \$1335 | 10,000 - \$1375

CUSTOM PRINTING PROJECTS(Brochures, newsletters, etc.) E-mail HPU Printshop at rvermeesch@hpu.edu for a quote. Allow 3 business days for response.**COPYING, PAPER, LAMINATING****COPYING****Copy Black and White**

8.5x11	2¢
8.5x14	2¢
11x17	3¢

Color Copy Output

8.5x11	25¢
8.5x14	25¢
11x17	50¢

Color Poster Output

22x28 (Stanchion Size)	\$5
Foam Board Mounting	\$5

PAPER

20# 8.5x11 White Bond - Case (10 ream)	\$45
20# 8.5x14 White Bond - Case (10 ream)	\$55
20# 11x17 White Bond - Case (5 ream)	\$45
20# 8.5x11 Color Bond - Case (10 ream)	\$70
60# 8.5x11 Smart Brights Color Bond - Case (10 ream)	\$135
20# 8.5x11 White Bond - Pallet (400 ream)	\$1510

LAMINATING

8.5x11	\$1
8.5x14	\$1
11x17	\$1
12x18	\$1
22x28	\$2
36x48	\$2

(continued)

U.S. POSTAL SERVICE RATES***Standard (Bulk) Mail** (minimum pieces 200; other regulations apply)

Letter	.16
Postcard	.15
Letters weighing more than 3.3 oz.	.62
Large envelopes less than 3.3 oz.	.33
Large envelopes more than 3.3 oz.	.63

First Class Mail

Letter	.45
1 ounce large envelope (e.g. 9 x 12)	.90
Each additional ounce for above	.20
Postcard	.32
Airmail postcards (most countries)	1.05
Airmail letters (most countries)	1.05
Airmail large envelopes	start at 1.50

Priority Mail (Boxes)

Zone 1 (Hawaii and Pacific) • Zone 8 (U.S. Mainland)

Weight, not exceeding (pounds)	Zone 1	Zone 8
1 lb.	\$5.20	\$6.30
2 lbs.	\$5.30	\$10.40
3 lbs.	\$6.05	\$13.85
4 lbs.	\$6.85	\$16.70
5 lbs.	\$8.10	\$19.25
6 lbs.	\$8.95	\$21.75
7 lbs.	\$9.50	\$24.45
8 lbs.	\$10.20	\$27.40
9 lbs.	\$10.85	\$30.50
10 lbs.	\$11.60	\$33.20

Priority Mail Flat Rate

Envelope	\$5.15
Small Box 5.5" x 8.5" x 1.5"	\$5.35
Regular Box 12" x 13" x 3"	\$11.35
Large Box 12" x 12" x 5"	\$15.45
Military Box** 12" x 12" x 5"	\$13.45

*All rates are average costs based on items meeting all postal requirements. Due to USPS requirements, weight and shape of materials, and addressing regulations, final postage costs can only be determined following processing.

**The Military Flat Rate box may be used for items addressed to APO/FPO Boxes.