

Printing Services Cost Estimate Guide

Districtwide Forms and Products

Form Name	Form #	Price/Pkg	Amt/Pkg	Description
Student Data Card/ Preprinted	F1-A	\$0.06	each	Ivory Index
Student Data Card/ Blank	F1-A	\$6.50	100	Ivory Index
Permanent Record Folder (CRF)	F-12	\$15.00	50	Folder
Discipline Referral Form	F11-B	\$17.00	100	3 Part NCR
Clinic Referral Form	H-603	\$5.50	100	2 Part NCR
Teacher Referral	H-605	\$0.80	25	White
Nurse Response	H-609	\$0.95	50	White
Cumulative Record	F12-B	\$5.50	50	White Index
Admit to class	JS-10	\$12.50	5 pads of 100	White
Daily Absentee	JS-2	\$12.50	5 pads of 100	White
Absence Admittance	JS-3	\$3.75	100	2 Part NCR
Special Excuse Form	JS-4	\$12.50	5 pads of 100	White
Office Conference Slip	JS-5	\$12.50	5 pads of 100	White
Tardy Admittance (Pre-K thru 8th)	F-48A	\$4.00	100	2 Part NCR
Tardy Admittance (6th thru 12th)	F-48B	\$4.00	100	2 Part NCR
PCR E 4-b Labels	N/A	\$1.02	each sheet	34/Sheet
Gold Seals	N/A	\$0.08	each	N/A
Certificate of Excellence	N/A	\$0.14	each	N/A
Certificate Holder	N/A	\$1.68	each	N/A
Visitor/Sub. Pass (White Stock)*	N/A	\$0.07	each	6/Sheet
Visitor/Sub. Pass (Color Stock)*	N/A	\$0.09	each	6/Sheet

The work order should include the form # and the number of packages you are requesting

Envelopes (Min. 500)*		per 500	per 500
Stock	Size	Blank	Printing (Color & B/W)
Window	# 10	\$16.50	\$25.00
Regular	# 10	\$11.00	\$19.50
Business Cards (Min. 250)*			
Count	1- Sided	2- Sided	
250	\$15.00	\$20.00	
500	\$20.00	\$30.00	
1000	\$30.00	\$40.00	
Security Bags			
Size	Price		
12x16	\$0.18 each		
15x20	\$0.30 each		

Posters (Black Ink Only)

Stock	Size	Price	Laminated
White Stock	11X17	\$0.19	\$0.69
White Stock	12x18	\$0.30	\$0.80
White Stock	13x19	\$0.50	\$1.00
White Stock	16x20	\$1.88	\$2.88
White Stock	18X24	\$2.13	\$3.13
White Stock	24x36	\$2.38	\$3.88

Color Posters

White Stock	11X17	\$0.75	\$1.25
White Stock	12x18	\$1.00	\$1.50
White Stock	13x19	\$1.50	\$2.00
White Stock	16x20	\$7.50	\$8.50
White Stock	18x24	\$8.50	\$9.50
White Stock	24X36	\$9.50	\$11.00

Foam Mounting

Size	Price	
8.5x11	\$0.75	
11x17	\$1.50	
16x20	\$2.50	
18x24	\$3.50	
24x36	\$7.00	
Easel		\$0.56

Corrugated Plastic

Size	Price	
18x24	\$3.50	
24x36	\$7.00	
H-wire		\$2.69 each

Banners

Stock	Color or B/W	Price	Lamination
Paper	Color	\$2.00 per Sq. ft.	\$2.00 a banner
Paper	B/W	\$1.00 per Sq. ft.	\$2.00 a banner
Standard Vinyl	Color	\$6.00 per Sq. ft.	N/A
Heavy Duty vinyl	Color	\$7.00 per Sq. ft.	N/A
Mesh	Color	\$10.00 per Sq. ft.	N/A
Grommets			\$0.10 each

*Customized for your campus or department

If you have any questions or to request a quote, call 554-8350