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## stationery 3/02

## **Basic Specifications:**

In-house typeface, single ink color of choice, Strathmore Writing paper or equivalent, no logo block, full proofs.

Quantity	Letterhead	Envelopes	<b>Business Cards</b>	
100	\$150	\$200	\$125	
250	\$200	\$250	\$150	
500	\$250	\$300	\$200	
750	\$300	\$350	\$250	
1,000	\$350	\$400	\$300	
2,500	\$400	\$500	\$350	

5% Discount for 2 items printed together, 10% for 3 or more.

Second Color and/or Press Run: 60-80% surcharge.

Special Order Type: minimum \$50 surcharge.

Custom-Mixed Pantone Inks at Prevailing Price.

Photo Engravings: Typically \$30-\$60.

Second Proofs: \$50/hour. Changes in Run: \$15/line.

Rush surcharge: 50% for ASAP, 30% for one week.

Alternate paper will increase or decrease final price as its cost compares to Strathmore Writing.

I am happy to print on supplied paper, assuming that it is suitable for use.

In such cases I will deduct paper cost.

Reprints of stationery typically cost 60-70% of first-time price, as design, typesetting and proofing do not have to be redone. Type will remain standing for a period of one (1) year, unless arrangements are made to hold forms longer.

All prices are approximate and may be adjusted to accommodate special circumstances and requirements.