

## Mail Services

Fold	\$0.02
Insert (per insert)	\$0.05
Mail Merge	\$5.00

## Coursepacks

### *Customize Your Curriculum*

- One Free desk copy
- We'll obtain copyright permissions
- Sold in the JMU Bookstore
- Reprints as needed
- Master file kept on-site for future use

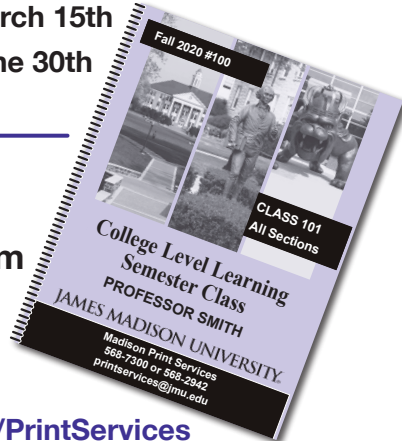
### Deadlines

*For Guaranteed Delivery by Start of Semester.*

Fall: **November 7th**

Spring: **March 15th**

Summer: **June 30th**



### Coursepack Request Form

**REQUIRED**

and can be found at:

[www.JMU.edu/PrintServices](http://www.JMU.edu/PrintServices)

and at both print centers.

*For More Information About Our Academic Coursepack Service, Please Contact:*

**Sherry Brooks**  
568-2942

[brook2sl@jmu.edu](mailto:brook2sl@jmu.edu)

 We Look Forward to Working With You! 

## Order Online!

Place Your Order at:

[MyOrderDesk.com/jmu](http://MyOrderDesk.com/jmu)

Or Email Us:

[PrintServices@jmu.edu](mailto:PrintServices@jmu.edu)

**Walk-Ins Welcome!**

### Hours

Monday - Friday

8:00 a.m. - 5:00 p.m.

*Subject to Change in Summer*

## Two Convenient Locations

### Main Print Center

1031 Harrison St.

Phone: 568-7300

### East Campus Print Center

EnGeo 1st Floor, Room 1002

Phone: 568-8731

We accept Cash, Check, Flex,  
Department ORG. #'s  
and Duke Cards.

**FREE Delivery  
on Campus!**



Quality Print Services  
for University Students, Faculty & Staff  
and the Harrisonburg Community

Printing

Posters

Photos

Paper

Specialty Paper

Finishing

Mounting

Laminating

Coursepacks

Mail Services

## Printing

### Color Prints

8.5 x 11	28# Text	\$0.49
8.5 x 11	80# Card	\$0.59
11 x 17	28# Text	\$0.98
11 x 17	80# Card	\$1.18
12 x 18	28# Text	\$1.08
12 x 18	80# Card	\$1.28

*Reduced Pricing after 101 Prints*

### Black & White Prints

8.5 x 11	20# Text	\$0.08
8.5 x 11	65# Card	\$0.15
11 x 17	20# Text	\$0.16
11 x 17	65# Card	\$0.34

*Reduced Pricing after 1,000 Prints*

**Pricing Above for Single-Sided Prints**  
100# and 130# also Available

## Paper 8.5 x 11

### Recycled Paper

<b>Navigator 20#</b>	
Per Case (5,000 Sheets)	\$43.00
Per Ream (500 Sheets)	\$ 4.30

### Color Printer Paper

<b>Hammermill Text 28#</b>	
Per Case (4,000 Sheets)	\$91.75
Per Ream (500 Sheets)	\$11.47
<b>Hammermill Card 80#</b>	
Per Case (2,000 Sheets)	\$92.75
Per Ream (250 Sheets)	\$11.59

*Paper Available in Assorted Colors*  
*Ask Us for a Color Sample Book*

## Posters



### Up to 55" Wide

Light Weight Matte	\$1 per sq. ft.
Heavier Matte	\$4 per sq. ft.
Gloss or fabric	\$6 per sq. ft.
Vinyl	\$7 per sq. ft.

### Standard Sizes

18 x 24	\$ 3 and up
24 x 36	\$ 6 and up
36 x 48	\$12 and up

*Call for Additional Pricing Questions*

**ALL PRICES**  
**SUBJECT TO CHANGE**

## New Materials

White Window Cling	\$6 per sq. ft.
Removable Floor Vinyl	\$6 per sq. ft.
Wall Vinyl	\$2.45 / 13 x 19
One-Way Vision Dot Film	\$6 per sq. ft.
Magnet	\$2.45 / 12 x 18

## Mounting

3/16" Foam Board	\$4 per sq. ft.
Mat Board (black) 16" x 20"	Available
Grommets	\$1 each

## Stationery

Order Online at  
[MyOrderDesk.com/JMU](http://MyOrderDesk.com/JMU)

Business Cards	\$22.50 / 250
Letterhead	\$0.12 each
#10 Envelopes	\$0.09 each

*Other Sizes available*  
*Ask for Quotes on Specialty Paper*



**JAMES MADISON**  
UNIVERSITY.

## NCR

2 Part	\$0.20
3 Part	\$0.30

## Photos

4 x 6	\$0.29
5 x 7	\$2.00
8 x 10	\$3.50

## Finishing Options

Fold	Collate
Crease	Staple
5-Bank Tabs	3-Hole Drill
Coil Bind	Comb Bind
Clear & Vinyl Covers	Tape Bind
Saddle Stitch (Booklets)	Numbering

## Laminating

***We can laminate up to 26" wide***

Small Cards	\$0.50
8.5 x 11	\$1.25
11 x 17	\$2.50
Oversize (sq. ft.)	\$2.00