

BRADBURY'S OFFICE SERVICES & SUPPLIES, INC.

Reprographic Services Fees:

Scanning:

- **Scan to File (w/o Prints): \$3.00 /page** Scan and Storage Fee
- **Scan to File with Prints: \$3.00 page plus “Gold Pricing”** per print fee (Far Right Column on Pricing Schedule)
- **Copy File to CD, Mem Stick or Email: \$10.00**
- **Scan to CD, Mem Stick or Email: \$10.00 + \$3.00 /page**
- **Archive Digitally Received Files from FTP, Email, etc: \$1.00/page**

Printing:

- **Prints from Hard Copies:** See Standard Price Schedule (no additional fee for Scanning)
- **Prints from Stored Files (on BOSS Server): “Gold Pricing”**---Use Far Right Column pricing for prints.
- **Prints from Customer Supplied Media (CD, Mem Stick, Email, FTP):** Use Standard Pricing Schedule per page.**

Reductions:

- **\$4.00 per Set-Up** plus per sheet Price on Standard Pricing Schedule

**Labor Rates:

- Standard Labor Rate of \$30.00/ hr for printing/computer work due to submitted file errors, corrections, hard-copy tape-up, trimming and corrections for odd paper sizes and art-work.
- Per sheet printing charges apply to “misprints” resulting from customer submitted electronic files with errors or odd formatting issues.