

# Biomedical Communications Unit

## Turn Around

*Weekends and holidays do not count as a working day.*

<b>Posters 10 AM and Before</b>	Next Day	In by 10 AM, out next working day by 10:00 AM.
<b>Posters After 10 AM</b>	Next Day	After 10AM, out next working day by 3:00 PM.
<b>Posters + Additional Requirements</b>	3 day	In by 10 AM, out next working day by 4:30 PM.
<b>Lamination / Mounting only</b>	2 day	In by 10 AM, out next working day by 4:30 PM.
<b>RUSH</b>	50% additional charge	In after 10 AM, out next working day by 10:00 AM
	100% additional charge	In before 2 pm out same day by 4:30. After 2 pm please call to see if we can accommodate you.
<b>Photo Prints</b>	2 day	In by 10 AM, out next working day by 4:30 PM.
<b>Passports</b>	1 day	Out next working day at noon.
<b>CD/DVD Duplication</b>	Variable	Based on size of project.
<b>Other Services</b>	Variable	Based on size of project.

Large orders may require additional processing time. Please call for more information.

## Posters

Service	Fee	Description
<b>Poster Prints</b>	\$5.00 ea	11x17 proof
	\$4.50/ sq ft	Heavy Coated Paper
	\$4.75/ sq ft	Waterproof
	\$5.00/ sq ft	Semi-Gloss
	\$5.50/ sq ft	Foldable Fabric
	\$6.50/ sq ft	Repositionable Fabric
	\$6.75/ sq ft	Adhesive Fabric
	\$6.75/ sq ft	Tyvek
	\$7.00/ sq ft	Self-Adhesive Vinyl
	\$7.00/ sq ft	Scrim Banner Vinyl
	\$7.75/ sq ft	Repositionable Vinyl
	\$7.00/ sq ft	Two-way Backlit Film
	\$9.50/ sq ft	One-way Backlit Film
	\$6.25/sq ft	Lo Tac Crystal/Window Cling
	\$11.50/sq ft	Floor Decal
	\$7.75/sq ft	Canvas
<b>Lamination</b>	\$4.25/ sq ft	Satin-UV frt / Gloss-UV back
	\$4.50/ sq ft	Dry Erase frt / gloss-UV back
	\$4.50/sq ft	Floor Lamination
<b>Mounting</b>	\$6.75/ sq ft	Foam Core
	\$6.75/ sq ft	Plasticore
	\$7.75/ sq ft	1/8" Black Sintra / 1/2" Mightycore
	\$8.00/ sq ft	Gatorboard
All mounting includes lamination		
<b>Poster Tubes</b>	\$4.75 ea	24"
	\$5.75 ea	36"
	\$6.75 ea	48"
	\$26.25 ea	Plastic Tube
<b>Velcro</b>	\$0.75/ ft	Double 1/4 inch hooks only
<b>Digital Imaging</b>		
Service	Fee	Description
<b>Digital Photo</b>	\$65/ hr	Studio usage
	\$2.00/ ea	Per image kept
<b>Passport Photos</b>	\$11.95	Six Passport Photos/page
<b>Passport Package</b>	\$16.35	Six Passport Photos/page Plus a digital copy of cropped image.
<b>Scans</b>	\$2.50 ea	Slide or Flatbed
<b>Bulk Scan to CD</b>	\$0.25 ea	50+ slides or 25+ text pages
<b>Scan to PDF/OCR</b>	\$3.75/ 1 <sup>st</sup> pg	Additional pages @ \$0.25 for PDF / \$0.75 for OCR

<b>File Conversion</b>	\$65/hr	
<b>CD sales</b>	\$0.75 ea	Blank CD w/ sleeve
	\$0.15-.30ea	Jewel Case/Shell Case
	\$0.25 ea	CD/DVD Mailer
<b>Special Discounts</b>		
<b>Class Project</b>	10% Discount	Instructor contacts BCU with list of students, budget

## Color / BW Inkjet Prints

Service	Fee	Description
<b>Epson Inkjet</b>	\$3.50 ea	8.5 x 11 Matte
<b>Epson Photo Gloss</b>	\$4.50 ea	8.5 x 11 Glossy
<b>Large Epson</b>	\$7.50 ea	11 x 17 Glossy
	\$10.50 ea	13 x 19 Glossy
<b>Overheads</b>	\$1.00 ea	Black and White
	\$4.50 ea	Color
<b>Pouch Lamination</b>	\$1.50 ea	8.5 x 11 – 3 mil
	\$1.75 ea	8.5 x 14 – 3 mil
	\$2.75 ea	11 x 17 – 3 mil
	\$2.50 ea	8.5 x 11 – 10 mil
	\$2.75 ea	8.5 x 14 – 10 mil
	\$3.75 ea	11 x 17 – 10 mil
<b>Certificates</b>	\$16.25 ea	Setup
	\$2.00 ea	Printing

## Miscellaneous

Service	Fee
<b>Poster / PowerPoint Presentation Design and Creation</b>	\$65/ hr
<b>Photography on location</b>	\$65/ hr
<b>Faxes</b>	\$1.00/ page
<b>Print Film Processing</b>	Outsource charge, plus 15%
<b>Color Reprints</b>	Outsource charge, plus 15%
<b>Color Enlargements</b>	Outsource charge, plus 15%
Note: All hourly charges are billed in quarter hour increments.	

**Thank You For Using BCU Services**