

PHOTOCOPYING

All Prices Are Per Page

Detail	Copy Type	ACVS MEMBERS		NON-MEMBERS	
		Under 100 Copies	Over 100 Copies	Under 100 Copies	Over 100 Copies
A4 White Paper x 1 Side	Black	7p	5p	10p	8p
A4 White Paper x 2 Sides	Black	10p	7p	15p	10p
A4 White Paper x 1 Side	Colour	15p	12p	25p	20p
A4 White Paper x 2 Sides	Colour	30p	25p	40p	30p
Add 1p to above prices for coloured paper and add 5p for card					
A3 White Paper x 1 Side	Black	10p	8p	15p	12p
A3 White Paper x 2 Sides	Black	12p	8p	20p	15p
A3 White Paper x 1 Side	Colour	20p	18p	30p	25p
A3 White Paper x 2 Sides	Colour	40p	30p	60p	40p
Folding & Stapling Booklets - £1 per 50					
Stapling Only - £1 per 100					
Laminating Cost of copy not included	Size A5	20p	16p	30p	20p
	A4	30p	27p	40p	35p
	A3	40p	32p	50p	40p

OTHER SERVICES

Detail	ACVS Members	Non-Members
Scanning	20p for 1 st page then 10p per page	30p for 1 st page then 20p per page
Printing from Computer, Flash Drive etc.	Prices same as photocopying	
Word Processing/Typing	Price on application e.g. 1-page letter with envelope would cost approx. £2 for members and £3 for non-members	
Sending Fax: local/national - International - Receiving Fax - (All prices per page)	16p 24p 16p	20p 30p 20p
Microsoft Office tasks, including Word, Access Database, Excel Spreadsheet or Publisher work	£6.00 per hour	£8.20 per hour
Comb-Binding	From 10p per document	From 20p per document
Mail Shots: Postage & Stationery at cost plus labour.	£6 per hour	£8.20 per hour
Hire of Office	£5 for 1 st hour then £1 per additional half hour	£8 for 1 st hour then £2 per additional half hour
Portable Appliance Testing	Details on application	

Equipment Available for Loan

including
Display Boards
Flip Chart & Stand
Projector & Screen

There is no charge for use of the above equipment to local groups or individuals.

Arran Council for Voluntary Service
Park Terrace
Lamlash
Isle of Arran KA27 8NB

Telephone: 01770 600611

Fax: 01770 600909

e-mail: helen.ross@arrancvs.org.uk

Web Site: www.arrancvs.org.uk

Opening Hours: 10.00am - 2.00pm
Monday, Tuesday, Thursday & Friday
(Closed Wednesdays)



ARRAN CVS

Office Services

Price List



2011-2012