

## About Us

Photos & detailed descriptions of products at [gvsu.edu/promotions](https://gvsu.edu/promotions)

### Our Products and Services

We're a team of students and full-time staff who offer services like Graphic Design and Campus Posting, and can print many types of promotional materials (listed on this sheet). Everything listed has set pricing, but please contact us if you're looking for something different and we can provide a price quote.

### Student Life Fund

Student organizations can use funding from the Student Life Fund on everything on the front of this sheet (except Rush Fee).

**We need:**

**1 week for print only**

**2 weeks for design & print**

**Please plan ahead!**

## Rush Fee: \$30 per project

**Rushing a project means we can get it done in half the time.**

2-3 business days for print only; 5 business days for print and design. Funding from the Student Life Fund cannot be used to pay the Rush Fee. **Rush Jobs may not always be possible based on how busy we are.** Please see our website for more info.

## Design Time

**\$25** for the first hour, **\$15** per additional hour

Laying something out for print (less than 5 minutes): **FREE!**

## Campus Posting

**\$12** for all campus boards. Visit [gvsu.edu/posting](https://gvsu.edu/posting) for more info.

## Laker Hub

**\$5 per slide, per week.** We run Digital Slides on the Laker Hub cable channel (46.3), which plays in 5 locations in Kirkhof and a few additional locations around campus. The Laker Hub is an environmentally friendly alternative to printing, and we encourage you to utilize digital advertising to align with President Mantella's reduced printing directive. Visit [gvsu.edu/promotions/lakerhub](https://gvsu.edu/promotions/lakerhub) for more info.

## Posters, Pluggers, Banners

		Black & White	Color
Posters	8.5"x11"	<b>4¢ each</b>	<b>12¢ each</b>
	11"x17"	<b>5¢ each</b>	<b>24¢ each</b>
Single sided Pluggers	4¼"x5½"	<b>1¢ each*</b>	<b>3¢ each*</b>
Double sided Pluggers		<b>2¢ each*</b>	<b>6¢ each*</b>

\*add \$5 for cutting (per batch)

		Matte Paper	Glossy Paper
Kirkhof Banner*	42"x72"	<b>\$36</b>	<b>\$66</b>
Custom Sizes	up to 42" wide	<b>\$6 per linear foot</b>	<b>\$11 per linear foot</b>

\*we'll hang it for you!

## Packages

We can't always accept designs that you make for Packages (that's why Design Time is included). Packages cannot be rushed.

	Package A	Package B	Package C	Package D
<b>Design Time</b>	3 Hours	3 Hours	4 Hours	4 Hours
<b>Posters</b>	91 11x17 Color	91 11x17 Color	91 11x17 Color	91 11x17 Color
<b>Campus Posting</b>	Included	Included	Included	Included
<b>Pluggers (single sided)</b>	400 Black & White		400 Black & White	400 Color
<b>Digital Slide</b>	1 Week	1 Week	2 Weeks	2 Weeks
<b>Banner</b>		1 Matte	2 Matte	2 Glossy
	<b>\$95</b>	<b>\$125</b>	<b>\$185</b>	<b>\$255</b>

# Even more stuff

## Vinyl Banners

These banners are very durable and great for outdoor events. Grommets are no additional charge and can be placed anywhere on the banner.

**Standard size (42"x72"):** \$155

**Custom sizes:** \$7.50 per square foot

## Yard Signs

Yard Signs are corrugated plastic signs that come with metal stakes. They're printed in full color: 18"x24" portrait or landscape. *Please visit our website for restrictions about where you can place yard signs on campus.*

**Single sided:** \$15 each (**\$13 if you get 10+**)

**Double sided:** \$17 each (**\$15 if you get 10+**)

## Buttons

We can print buttons in any shape and size, but our standard size is 2.25" round. Ask us for a quote if you'd like something different.

**Standard size (2.25" round):** 50¢ each\*

\*minimum order of 10 (less than 10 = \$5 additional charge)

## Sticker Sheets

These are un-cut\* 8.5"x11" sheets of round stickers, 30 per page. For other shapes, sizes, and materials, please ask us for a quote.

**Sheet of 30 stickers (1.5" round):** \$2 each\*

\*add \$5 for cutting

## Tablecloths

Prices are for an 8' Black or Royal Blue (GVSU blue) tablecloth with a white print on the front (like a department name or logo).

**3-Sided (open back):** \$210 each

**4-Sided (covers all sides):** \$225 each

**Optional carrying case with strap:** \$35 each

## T-Shirts

T-shirt prices vary *a lot* depending on quantity, number of ink colors, shirt style and colors, artwork, and sizes. The grid below contains price *estimates* for 1-color artwork on a basic crew neck t-shirt. Due to screen printing setup fees, we don't recommend ordering fewer than 25.

	Front print	Front & Back print
25-49	<b>\$8 each</b>	<b>\$12 each</b>
50-99	<b>\$7 each</b>	<b>\$10 each</b>
100+	<b>\$6 each</b>	<b>\$8 each</b>

## Delivery

Your project, carefully hand delivered by someone on our team.

**Allendale Campus:** \$5

**Pew & Health Campuses:** \$10

## Lamination

3"x5" cards	<b>25¢ each</b>
8.5"x11" sheets	<b>\$1.50 each</b>
Larger (up to 24" wide)	<b>\$2 per square foot</b>

## Foam Core Signs

We can make foam core signs up to 22"x34" in our office. For larger signs, we work with an off-campus vendor (please ask us for a quote).

**Matte sign:** 4¢ per square inch

**Glossy sign:** 6¢ per square inch

*Includes the price of printing, mounting, and foam core.*

**Standard sizes:**

	Matte paper on foam core	Glossy paper on foam core
11"x17"	<b>\$7.48 each</b>	<b>\$11.22 each</b>
18"x24"	<b>\$17.28 each</b>	<b>\$25.92 each</b>
22"x34"	<b>\$29.92 each</b>	<b>\$44.88 each</b>

We can also mount prints that you drop off for **\$2 per square foot + \$5 for each piece of foam core.**

## Just Cutting

**\$5** cutting charge applies to pluggers, sticker sheets, and other trimmed products; or bring something in and we'll trim it.

## Other stuff

We're not kidding when we say we can print just about anything. We can get any of the following items (and more!) with the help of the Copy Center and our local GVSU-licensed vendors. Stop by our office to look at our catalogs or email us with your ideas.

- Retractable banners and signs
- Postcards, brochures, booklets, invitations
- Bookmarks and business cards
- Novelty items: pens, sunglasses, keychains
- Other apparel: hats, bandanas, bags
- Chip clips, magnets, drinkware, coasters
- Engraved name tags and laminated badges
- ...and more!