

We can save you money on all your printing needs!

8 ½ x 11 – cost per page	One sided	Two sided
Black and white	5 cents	8 cents
Colour	30 cents	40 cents

8 ½ X 14 – cost per page	One sided	Two sided
Black and white	7 cents	10 cents
Colour	25 cents	35 cents

11 X 17 – cost per page	One sided	Two sided
Black and white	10 cents	13 cents
Colour	30 cents	40 cents

Wait, there's more! We can also:

Printing Service	Cost
Hole punch	Free
Staple	1 cent per package
Bi-fold or tri-fold	2 cents per page
Thicker paper	We'll quote you (<i>usually 1-2 cents per page</i>)

What you need to do:

1. Send us your FINAL document (.doc, .xls, .pdf) at reception@calgarycommunities.com, or drop by and we'll help you on the spot!
2. Tell us how many copies you need, and the date you need them
3. Receive a price quote from us
4. Approve the quote
5. Come pick up your printed copies and final invoice, or pay to have them delivered to you (via Canada Post or courier – a \$2.95 handling fee + plus shipping cost will be added)
6. Submit payment via mailed cheque or over-the-phone credit card