

## Office Supplies

White 1/2" – 3 Ring Binder	\$ 1.87
White 1" – 3 Ring Binder	2.24
White 1 1/2" – 3 Ring Binder	2.99
White 2" – 3 Ring Binder	3.74
White 3" – 3 Ring Binder	4.49
Black 1/2" – 3 Ring Binder	1.87
Black 1" – 3 Ring Binder	2.24
Black 1 1/2" – 3 Ring Binder	2.99
Black 2" – 3 Ring Binder	3.74
Black 3" – 3 Ring Binder	4.49
Zip Disk (each)	3.71
Floppy 3.5" Disk (each)	3.71

## Litigation Copying

Litigation, Grade A	per printed side	\$ .08
Litigation, Grade B	per printed side	.09
Litigation, Grade C	per printed side	.14
Litigation, Grade D	per printed side	.19
Litigation, Grade E	per printed side	.23
Litigation, Grade F	per printed side	.26

### Litigation Copying Grade Descriptions

**Grade A:** Originals that can be auto-fed, without staples, paper clips, or dividers.

**Grade B:** Originals that are predominately large auto-feedable sections (50+ pages) of clipped, bound, or stapled originals.

**Grade C:** Originals that have staples, clips, or tags requiring extra handling or continuous feed forms.

**Grade D:** Originals that require extensive handling due to large number of staples, clips, or odd size sheets. Rebind, clip, or staple originals and copies.

**Grade E:** Originals that can be manually placed on the copier glass due to odd size or poor condition. Rebind, clip, or staple originals and copies.

**Grade F:** Originals that are small; can fit more than one document on the copier glass at one time (i.e. checks or receipts). Rebind, clip, or staple originals and copies.

If you have questions about **GPOExpress Extended Services**, including **GPOExpress DocStore Catalog**, please contact your GPO National Account Manager (NAM) at [nam@gpo.gov](mailto:nam@gpo.gov) or **202.512.1904**.

**GPO** U.S. GOVERNMENT PRINTING OFFICE  
Keeping America Informed | [www.gpo.gov](http://www.gpo.gov)

If you have questions or would like more information on the GPOExpress program please contact your

**GPO National Account Manager (NAM)**  
**1.202.512.1904** | [nam@gpo.gov](mailto:nam@gpo.gov)

**GPOExpress Help Desk**  
**1.866.815.4428**

**FedExOffice** For the FedEx Office nearest you, go to  
[www.gpo.gov/gpoexpress](http://www.gpo.gov/gpoexpress)

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## The GPOExpress™ Program Pricing Guide



Your Solution for Convenient  
Access to Cost-Effective Document  
Solutions at Discount Prices!

[www.gpo.gov/gpoexpress](http://www.gpo.gov/gpoexpress)

The U.S. Government Printing Office (GPO) has formed an alliance with FedEx Office to offer the **GPOExpress** program to all Federal Government agencies, allowing exclusive discounts and access to convenient quick-copying and document solutions.

## Papers & Covers

Name	Paper Code	Paper Sizes*	Recycled Content	JCP Code	Price	Double Sided Price	Color Copies <sup>1</sup>
Standard White	W	L/T	30%	O65	\$ 0.020	\$ 0.040	\$ 0.250
24# Laser Paper	LZ	L/T	0%	O61	0.045	0.069	0.250
100% Recycled	R100		100%	O70	0.020	0.040	0.250
70# Offset	W70		0%	—	0.045	0.069	0.300
90# Index	W90	T	20%	—	0.076	0.100	0.350
110# Index	W110		20%	—	0.080	0.108	0.450
32# Laser Paper	LZ	L/T	0%	O61	0.096	0.120	0.400
Recycled Laser	LZ100		100%	O70	0.045	0.069	0.250
Gloss Text	CT	T	15%	A180	0.150	0.300	0.400
Color Copy Cover	LZ80	T	0%	—	0.200	0.400	0.400
10pt. Gloss Cover	CC2	T	0%	—	0.200	0.400	0.500

## Pastels & Brights

Name	Paper Code	Paper Sizes*	Recycled Content	JCP Code	Price	Double Sided Price	Color Copies <sup>1</sup>
Ivory	P1	L/T	30%	A90	\$ 0.045	\$ 0.069	\$ 0.25
Canary	P2		30%	A90	0.045	0.069	0.25
Goldenrod	P3		30%	A90	0.045	0.069	0.25
Salmon	P4		30%	A90	0.045	0.069	0.25
Pink	P5		30%	A90	0.045	0.069	0.25
Orchid	P6		30%	A90	0.045	0.069	0.25
Blue	P7	T	30%	A90	0.045	0.069	0.25
Green	P8		30%	A90	0.045	0.069	0.25
Ultra Lemon	B1	T	0%	—	0.045	0.069	0.25
Sun Yellow	B2	L/T	30%	A90	0.045	0.069	0.25
Ultra Orange	B3	T	0%	—	0.045	0.069	0.25
Ultra Lava	B4		0%	—	0.045	0.069	0.25
Red	B5		30%	A90	0.045	0.069	0.25
Ultra Pink	B6		0%	—	0.045	0.069	0.25
Ultra Fuchsia	B7		0%	—	0.045	0.069	0.25
Ultra Grape	B8		0%	—	0.045	0.069	0.25
Blue	B9	L/T	30%	A90	0.045	0.069	0.25
Green	B10		30%	A90	0.045	0.069	0.25
Ultra Lime	B11		0%	—	0.045	0.069	0.25

## Specialty Paper

Acetate/Transparencies letter	T				\$ 0.56	1.13*	
Transparencies, Color	T				1.49	2.98*	
White mailing label letter					0.38		
Clear mailing label letter					0.38		
90-lb. 1/3 cut 9" x 11" tab					0.15		
90-lb. 1/5 cut 9" x 11" tab					0.15		
Tab creation setup					0.75		
Hand Placement Per Original					0.19		
Machine Stapling					0.01		

\*Paper Sizes: L for Legal, T for Tabloid (11" x 17")

Pricing listed is for Letter. No Additional Charge for Legal. Tabloid is double the price listed.

<sup>1</sup>Double Sided Color Copies are double the price listed.

## Cardstocks

Name	Paper Code	Paper Sizes*	Recycled Content	JCP Code	Price	Double Sided Price	Color Copies <sup>1</sup>
Ultra Bright White	EC0		80%	L20	\$ 0.116	\$ 0.140	\$ 0.350
Natural	EC3		30%	L20	0.116	0.140	0.350
Milky Way	RC0		100%	L20	0.116	0.140	0.350
Glacier Mist	RC1	T	30%	L20	0.116	0.140	0.350
Sand Stone	RC2		30%	L20	0.116	0.140	0.350
Desert Haze	RC3		30%	L20	0.116	0.140	0.350
Sea Spray	RC5		30%	L20	0.116	0.140	0.350
Antique Gray	RC9		100%	L20	0.116	0.140	0.350
Mesa White	RC10		50%	L20	0.116	0.140	0.350
Saw Grass	RC14		100%	L20	0.116	0.140	0.350
Soft Pink	RC15		100%	L20	0.116	0.140	0.350
Soft Blue	RC16		100%	L20	0.116	0.140	0.350
Ivory	PC1	T	30%	L23	0.076	0.100	0.350
Canary	PC2		30%	L23	0.076	0.100	0.350
Pastel Blue	PC7		30%	L23	0.076	0.100	0.350
Green	PC8		30%	L23	0.076	0.100	0.350
Sun Yellow	BC2		30%	A90	0.076	0.100	0.350
Ultra Orange	BC3		0%	—	0.076	0.100	0.350
Ultra Lava	BC4		0%	—	0.076	0.100	0.350
Red	BC5		30%	A90	0.076	0.100	0.350
Ultra Fuchsia	BC7		0%	—	0.076	0.100	0.350
Blue	BC9		30%	A90	0.076	0.100	0.350
Ultra Lime	BC11		0%	—	0.076	0.100	0.350

## Resume & Executive Papers

Name	Paper Code	Paper Sizes*	Recycled Content	JCP Code	Price	Double Sided Price	Color Copies <sup>1</sup>
Ultra Bright White	E0		80%	A91	\$ 0.096	\$ 0.120	\$ 0.25
Pure White	E1		0%	—	0.096	0.120	0.25
Natural	E3		30%	D11	0.096	0.120	0.25
Milky Way	R0		100%	A91	0.096	0.120	0.25
Glacier Mist	R1	T	30%	D11	0.096	0.120	0.25
Sand Stone	R2	T	30%	D11	0.096	0.120	0.25
Desert Haze	R3		30%	D11	0.096	0.120	0.25
Sea Spray	R5	T	30%	D11	0.096	0.120	0.25
Willow	R6		100%	A91	0.096	0.120	0.25
Antique	R7		30%	H30	0.096	0.120	0.25
Tan	R8		30%	H30	0.096	0.120	0.25
Antique Gray	R9		100%	A91	0.096	0.120	0.25
Mesa White	R10		50%	A91	0.096	0.120	0.25
Saw Grass	R14		100%	A91	0.096	0.120	0.25
Soft Pink	R15		100%	A91	0.096	0.120	0.25
Soft Blue	R16		100%	A91	0.096	0.120	0.25

## Finishing & Auxiliary Services

Pouch Lamination Cards/Tags	\$ .94
Pouch Lamination Letter Size	1.49
Pouch Lamination Legal Size	1.49
Pouch Lamination Ledger Size	2.99
Pouch Lamination Hand Trim	.38
Pouch Lamination Clips/Pins (each)	.19
Roll Lamination Hand Trim	.45
36" Roll Lamination (per sq ft)	.75
Foam Core Mounting Letter	3.71
Foam Core Mounting Legal	3.71
Foam Core Mounting Ledger	3.75
Foam Core Mounting 24" x 36"	22.32
Foam Core Mounting 18" x 24"	11.14
Foam Core Mounting 36" x 48"	22.31
Foam Core Mounting (per sq ft)	3.71
Foam Core Gator Board (per sq ft)	4.50
Foam Core Mounting w/Lamination (per sq ft)	5.21
Foam Core Mounting Small Easel	.38
Foam Core Mounting Medium Easel	.56
Foam Core Mounting Large Easel	.75
Tape Bind Auto w/Cardstock Covers	.60
Tape Bind Manual w/Cardstock Covers	1.20
Tape Bind Manual w/Cardstock Covers over 1"	1.50
Tape Bind Manual w/Clear or Vinyl Covers	1.50
Tape Bind Manual w/Clear or Vinyl Covers over 1"	1.80
Velo Bind with Cardstock Covers	1.20
Velo Bind with Cardstock Covers over 1"	1.50
Velo Bind with Clear or Vinyl Covers	1.50
Velo Bind w/Clear or Vinyl Covers over 1"	1.80
Comb Bind with Cardstock Covers	1.20
Comb Bind with Cardstock Covers over 1"	1.50
Comb Bind with Clear or Vinyl Covers	1.50
Comb Bind w/Clear or Vinyl Covers over 1"	1.80
Coil Bind with Cardstock Covers	1.50
Coil Bind with Cardstock Covers over 1"	1.80
Coil Bind with Clear or Vinyl Covers	1.80
Coil Bind w/Clear or Vinyl Covers over 1"	2.40
Saddle Stitch no trim per unit	.18
Saddle Stitch w/trim per unit	.37
Saddle Stitch Setup	3.75
Hand Stapling (65 sheets max)	.075
Folding (per sheet)	.023
Hand Folding (per sheet)	.067
Folding Setup	3.75
3 Hole Drilling (per sheet)	.007
Drilling Setup	3.75
Padding (per pad)	.38
Padding Setup	3.75
Hand Collating (per sheet)	.045
Machine Collating	.018
Cutting (per 400 sheets)	1.12
Cutting Setup	1.50
Shrink-wrap (each)	.45
Shrink-wrap Setup	1.80

## Oversize Black & White/Color Copying

Black & White Copying 24" x 36" White Bond	\$ 2.25
Black & White Copying 36" x 48" White Bond	4.50
Black & White Copying (per sq ft)	.38
Oversize Enlargement or Reduction (each)	1.87
Heavyweight Coated Paper Color Print (per sq ft)	5.44
High-gloss Color Photo Print (per sq ft)	9.00

## Signs & Banners

Oversize Adhesive (per sq ft)	\$ 9.75
Oversize Backlit Film (per sq ft)	9.75
Oversize Canvas w/ Mounting (per sq ft)	22.50
Oversize Fabric (per sq ft)	9.75
Oversize Mesh (per sq ft)	11.25
Oversize Window Cling (per sq ft)	9.75
Oversize Perforated Window (per sq ft)	11.25
Oversize Aluminum (per sq ft)	11.25
Oversize Cardstock (per sq ft)	7.50
Oversize Corrugated Plastic (per sq ft)	7.50
Oversize DiBond (per sq ft)	11.25
Oversize Durable Display Film (per sq ft)	6.00
Oversize Foam Core (per sq ft)	7.50
Oversize Gator Board (per sq ft)	11.25
Oversize Magnet (per sq ft)	11.25
Oversize MDO (per sq ft)	11.25
Oversize PVC (per sq ft)	9.75
Oversize Styrene (per sq ft)	9.75
Oversize Tyvek Banner (per sq ft)	6.00
Oversize Pressure Sensitive Banner (per sq ft)	6.38
Oversize Thermal Laminated Banner (per sq ft)	9.00
Oversize Indoor Banner (per sq ft)	5.25
Oversize Adhesive Vinyl (per sq ft)	11.25
Oversize Customer Stock (per sq ft)	6.00
Promo Magnet 3" x 5" 4-Color	1.50
Indoor Banner 1-Print Versatile Display 24" x 70"	142.49
Indoor Banner 2- Print Versatile Display 24" x 70"	217.49
Indoor Banner with Retractable Display 31" x 80"	202.49
Additional Colors for Banners	8.50
Sign Finish – Grommets (each)	.75
Sign Finish – Banner Ups (each)	.75
Sign Finish – Holes (each)	.75
Sign Finish – Wind Slits (each)	.75
Sign Finish – Hemming	1.50
Sign Finish – Pole Pockets (each)	1.50
Sign Finish – Double Sided Tape	2.25
Sign Finish – Velcro	2.25
Sign Finish – Easel	2.25
Sign Finish – Metal H Frame 18" x 24"	29.99
Sign Finish – Wire H Frame 18" x 24"	3.74
Sign Finish – A Frame 18" x 24"	44.99
Sign Finish – Metal 47" Stake	14.99
Sign Finish – Economy Banner Stand	74.99
Sign Finish – Standard Banner Stand	97.49
Sign Finish – Deluxe Banner Stand	119.99
Sign Finish – Tripod 24" x 60"	44.99
Sign Finish – Lightbox 14" x 18"	89.99
Sign Finish – Wood Dowel 24"	1.49
Sign Finish -- Wooden Frame (per sq ft)	2.25
Sign Finish – Adjustable Banner Stand 30" x 48"	299.99
Sign Finish – Adjustable Banner Stand 60" x 120"	397.49

## Digital Photo Services

Sony Kiosk CD Burn	\$ 3.74
Sony Kiosk 4" x 6" Prints	.29
Sony Kiosk 5" x 7" Prints	1.49
Sony Kiosk 8" x 10" Prints	3.74
Sony Kiosk 3.5" x 5" Prints	.29
Sony Kiosk 4" x 8 " Prints	.56
Sony Kiosk Wallet Prints	1.49

## Document Creation

Hourly Rate	\$ 45.00
Minimum Job Charge	4.50
Rush/Prep Charge	13.50
Announcement – Standard	17.96
Announcement – Deluxe	22.46
Banner or Sign – Standard	17.96
Banner or Sign – Deluxe	17.96
Brochure – Standard	13.46
Brochure – Deluxe	17.96
Business Card – Standard	18.71
Business Card – Deluxe	22.46
Business Forms – Standard	37.46
Business Forms – Deluxe	52.46
Certificate – Standard	22.46
Certificate – Deluxe	26.21
Chart or Graph – Standard	22.46
Chart or Graph – Deluxe	26.96
Flyers – Standard	26.21
Flyers – Deluxe	35.96
Greeting Card – Standard	22.46
Greeting Card – Deluxe	26.96
Invitation – Standard	17.96
Invitation – Deluxe	26.21
Label – Standard	8.96
Label – Deluxe	17.96
Business Stationery – Standard	13.46
Business Stationery – Deluxe	17.96
Logo Creation – Standard	52.46
Logo Creation – Deluxe	63.71
Menu – Standard	37.46
Menu – Deluxe	52.46
Newsletter – Standard	35.96
Newsletter – Deluxe	44.96
Post Card – Standard	22.46
Post Card – Deluxe	26.21
Programs – Standard	22.46
Programs – Deluxe	35.96
Resume – Standard	33.71
Resume – Deluxe	48.71
Resume Additional Pages	14.96
Ticket – Standard	17.96
Ticket – Deluxe	22.46
Typesetting – Standard	13.46
Typesetting – Deluxe	17.96
Graphic Scan	5.24
Graphic Scan Additional Pages (each)	1.77
OCR Scan 1st Page	5.24
OCR Scan Additional Pages (each)	1.77
Auto Feed Scanning (per page)	.67
Hand Placement Scanning (per page)	.74
Oversize Color Scanning (each document)	5.62
Oversize Black & White Scanning (each document)	.75
CD-Rom Burning (1st disk)	7.49
CD-Rom Burning (additional disks)	3.50
DVD Burning (1 to 24 pieces)	11.24
DVD Burning (25 to 49 pieces)	7.99
DVD Burning (50 to 99 pieces)	6.99
DVD Burning (100 to 249 pieces)	5.99
DVD Burning (250 to 499 pieces)	5.49
DVD Burning (500+ pieces)	3.99

## Carbonless

Single Sided NCR, 2 part	per set	\$ .19
Single Sided NCR, 3 part	per set	.26
Single Sided NCR, 4 part	per set	.34
Double Sided NCR, 2 part	per set	.29
Double Sided NCR, 3 part	per set	.42
Double Sided NCR, 4 part	per set	.55

## Self Service Computer Pricing

Black & White Laptop Print Letter	\$ .37
Black & White Laptop Print Ledger	.74
Laptop Color Print Letter	.45
Laptop Color Print Ledger	.90
Computer Rental Time (per minute)	.15
Laptop Docking Station (per minute)	.075

## Faxing

Faxing Local Send (per page)	1.00
Faxing Domestic Send (per page)	1.86
Faxing International Send (per page)	4.49
Faxing Receive (per page)	1.00

## Passport Photos

Passport Photo	\$ 9.71
Passport Photo Additional Sets	3.75

## Direct Mail Services

Address Verification (minimum charge)	\$ 25.00
Address Verification (1 to 14,999 pieces)	0.08
Address Verification (15,000+ pieces)	0.06
Destination address printing (black ink) (1 to 14,999 pieces)	0.06
Destination address printing (black ink) (15,000+ pieces)	0.05
Return address printing (1 to 14,999 pieces)	0.02
Return address printing (15,000+ pieces)	0.02
Address and barcode printing to show through window envelope (one time charge)	60.00
Folding (1 to 14,999 pieces)	0.02
Folding (15,000+ pieces)	0.02
Inserting (1 to 14,999 pieces)	0.03
Inserting (15,000+ pieces)	0.03
Envelope sealing (1 to 14,999 pieces)	0.02
Envelope sealing (15,000+ pieces)	0.02
Postage Service Fee (meter or permit) (1 to 14,999 pieces)	0.03
Postage Service Fee (meter or permit) (15,000+ pieces)	0.03
Tabbing (1 to 14,999 pieces)	0.04
Tabbing (15,000+ pieces)	0.04
#10 White Standard Envelope (1 to 14,999 pieces)	0.03
#10 White Standard Envelope (15,000+ pieces)	0.03
#10 Window Envelope (1 to 14,999 pieces)	0.04
#10 Window Envelope (15,000+ pieces)	0.04
6" x 9" Envelope (1 to 14,999 pieces)	0.06
6" x 9" Envelope (15,000+ pieces)	0.05
9" x 12" Envelope (1 to 14,999 pieces)	0.06
9" x 12" Envelope (15,000+ pieces)	0.06
Mail Merge	33.71