

# Office Services

## PHOTOCOPYING:

### BLACK & WHITE

WHITE PAPER	Members	Non-Members
SINGLE SIDE A4 SHEET	3p	5p
SINGLE SIDE A3 SHEET	6p	10p
<b>COLOURED PAPER</b>		
SINGLE SIDE A4 SHEET	5p	7p
<b>CARD</b>		
SINGLE SIDE A4 CARD	10p	15p

### COLOUR

WHITE PAPER	Members	Non-Members
SINGLE SIDE A4 SHEET	20p	30p
SINGLE SIDE A3 SHEET	40p	60p
<b>COLOURED PAPER</b>		
SINGLE SIDE A4 SHEET	25p	35p
<b>CARD</b>		
SINGLE SIDE A4 CARD	30p	35p

## LAMINATING:

	Members	Non-Members
A4	35p/sheet	60p/sheet
A3	50p/sheet	80p/sheet

## BINDING:

Spiral Binding	50p / spiral	60p / spiral
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## EQUIPMENT HIRE:

	Members	Non-Members
Video Conference Kit - Jabra Panacast 50	£40/day	£50/day
Laptop projector	£15/day	£25/day
Laptop computer	£ 5/day	£10/day
Overhead Projector	£ 2/day	£ 5/day
Digital Camera	£ 2/day	£ 5/day
Flipchart Stand (without paper)	free	free
Display Boards	free	free

## MEETING ROOM HIRE

(includes refreshments)

Cost per hour	£10	£12.50
Use of the Video Conference Kit per hour	£10	£12.50
Need help with the Video Conference Kit	£5 1/2 hour	£10 1/2 hour

Examples of our services include:

Booklets, Posters, Folded Leaflets & Newsletters to name a few...

## Contact Us

Call 01629 812 154 or  
Email  
[enquiries@ddcvs.org.uk](mailto:enquiries@ddcvs.org.uk)