

WSU SPOKANE ITS

PRINT SHOP RATES

WIDE FORMAT PRINTING (POSTERS AND BANNERS)	
Photo Paper—semigloss or gloss (44" width maximum)	\$5.50 S.F
STANDARD COLOR PRINTING ON COPY PAPER (HANDOUTS)	
8½" x 11"	\$.26 each
11" x 17"	\$.52 each
LAMINATION AND MOUNTING	
Wide Format Lamination (up to 26" wide)	\$3.50 S.F.
8½" x 11"	\$1.75 each
11" x 17"	\$2.75 each
Mounting on 2' x 3' foam core	\$10.00 each or \$2.00 per sq.ft.
SUPPLIES	
Cardboard Poster Tubes	\$3.75 each

Pricing calculation for posters/banners: width (in inches) x height ÷ 144 x price (per square foot)

An 8% Administrative Service Charge will be added to all charges, with the exception of revenue sources exempt from ASC, such as federal grants and contracts which pay F&A costs to the University.

Preferred format for printing: PDF document — all files must be print-ready (sized appropriately for the desired print output, edited, and final approved version). Maximum paper width is 44". Poster orientation can be changed for printing to accommodate wider posters, providing the other dimension is not greater than 44".

Online Printing Services Request Form: <https://spokane.wsu.edu/its/printing-services-request/>

For estimates and questions, contact:

Bonnie Cooper

bonnie.cooper@wsu.edu

509-324-7228