

# Customized\* Stationery Printing Prices

## Business Cards

Pantone Reflex Blue ink on Environment PC100 White 80# cover stock

QUANTITY	1-SIDED PRINTING	2-SIDED PRINTING
200	\$19.25	\$34.00
500	\$20.50	\$36.00
1,000	\$23.40	\$36.00
1,500	\$30.35	\$44.00
2,000	\$34.50	\$56.00

## #10 Business Envelopes

Pantone Reflex Blue ink on Environment PC100 White, 24#

QUANTITY	NON-WINDOW	WINDOW
500	\$123.65	\$154.70
1,000	\$211.90	\$277.30
1,500	\$305.00	\$405.00
2,000	\$398.75	\$532.95
2,500	\$492.25	\$660.75
3,000	\$585.60	\$788.55
3,500	\$679.05	\$916.40
4,000	\$772.50	\$1,044.25
5,000	\$959.40	\$1,299.80

## 10" x 13" Booklet Envelope • FLAP ON LONG SIDE

Pantone Reflex Blue ink on White 28#

QUANTITY	PRICE
500	\$163.65
1,000	\$282.70
1,500	\$407.00
2,000	\$513.25
2,500	\$655.50
3,000	\$779.70
3,500	\$903.95
4,000	\$1,028.25
5,000	\$1,276.70

## Letterhead

Pantone Reflex Blue ink on Boise Aspen 20# 100% post-consumer recycled paper

QUANTITY	PRICE
500	\$65.70
1,000	\$86.25
1,500	\$112.00
2,000	\$137.70
2,500	\$163.50
3,000	\$189.15
3,500	\$214.90
4,000	\$240.60
5,000	\$292.10

### \* Customized stationery

includes departmental, office, or individualized information.

For standard university stationery, visit [inside.SouthernCT.edu/procurement-services/staples-advantage](https://inside.SouthernCT.edu/procurement-services/staples-advantage)

**RUSH SERVICE:** 5 day rush service available for an additional \$15.00. Cards will be delivered to the receiving department.

Business card orders are fulfilled by setting up an online account at <https://stores.he-online.com/scsu/> using your @SouthernCT.edu email address. P-card orders only.

For orders totalling over \$1,000 or for blanket order information, visit [inside.SouthernCT.edu/procurement-services/letterhead-envelope-purchase-req](https://inside.SouthernCT.edu/procurement-services/letterhead-envelope-purchase-req).

