

## Olympia Business Centre Charges

### Photocopying and Printing

A4 Black & White:	<b>15p</b> per page (1 to 100 copies)	<b>10p</b> per page (101+ copies)
A4 Colour:	<b>35p</b> per page (1 to 100 copies)	<b>30p</b> per page (101+ copies)
A3 Black & White:	<b>25p</b> per page (1 to 100 copies)	<b>15p</b> per page (101+ copies)
A3 Colour:	<b>60p</b> per page (1 to 100 copies)	<b>50p</b> per page (101+ copies)

Double sided copies: add **5p** to the single side price (e.g. A4 B/W is **20p** for double sided)

### Internet and Workstation Services

Internet usage: complimentary

Printing from the workstations: **20p** per page

### Faxes and Emails

#### Outgoing Charges:

Fax to UK:	<b>50p</b> per sheet
Fax to Europe:	<b>70p</b> per sheet
Fax internationally:	<b>£1</b> per sheet

#### Incoming Charges:

Fax:	<b>20p</b> per sheet
Email:	<b>50p</b> plus <b>20p</b> per sheet

### Laminating

A4 Size:	<b>50p</b> per sheet
A3 Size:	<b>£1</b> per sheet

**All services must be paid for on completion**

**Cheques will only be accepted when accompanied by a cheque guarantee card**

**We also accept all major credit cards for any transactions over the Value of £5.00**

