



## 2019 Price List

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### Photo-copies / Printing

Black & White	1 - 10	11 - 50	51 - 100	100+
8.5 x 11 (Letter)	25 ¢	22 ¢	20 ¢	15 ¢
8.5 x 14 (Legal)	30 ¢	27 ¢	25 ¢	20 ¢
11 x 17 (Ledger)	50 ¢	40 ¢	30 ¢	25 ¢
Color	1 - 10	11 - 50	51 - 100	100+
8.5 x 11 (Letter)	69 ¢	59 ¢	49 ¢	39 ¢
8.5 x 14 (Legal)	79 ¢	69 ¢	59 ¢	49 ¢
11 x 17 (Ledger)	99 ¢	89 ¢	79 ¢	69 ¢

Custom quotes for large print jobs. Please call or e-mail with the specifics of your job.



### Large Format Color Prints, B&W Images

Images are printed on normal 20-pound bright white paper. Other papers available upon request, call to discuss.

Due to the high cost of ink, prints of images are priced by the square foot, and are a judgement call on our part based upon the ratio of white space to colored space:

Up to 50% colored space: \$3.00 / Sq Ft  
Over 50% colored space: \$4.50 / Sq Ft

### Work Space Rental

Space	Hour	Day	Week
Open Desk	\$3.50	\$30.00	\$125.00
Private Office	\$7.00	\$45.00	\$230.00
Conference Room	\$25.00	\$180.00	\$843.75

Discount for Open Desk space purchased in 40-hour blocks of "use it as you need it" time. When purchased in a 40-hour block, the cost goes down to \$2.75 per hour and still includes all of the amenities.

All of our facilities include free WiFi, free coffee from our famous neighbor at Henry's House of Coffee, free tea, free filtered water, access to a kitchenette with a fridge, microwave, and toaster oven. Our work spaces are a Quiet Zone for maximum productivity. There is a Starbucks Coffee and a Safeway Deli right across the street. There are many restaurants in the area. A Bank of America ATM is next door. There is free parking in the residential area surrounding our facility. Our facility is completely ADA-compliant and there is wheelchair access from the street and sidewalk.

### Computer Rental \$0.13 per min (\$7.80 per hour.)

Connected to a color laser printer.

**Job seekers do not pay for computer time. They only pay for the printed resumes.** Life is tough enough without being nickel and dimed to death when trying to find a job. We also upgrade your resume to finer quality paper with brighter white and a nicer finish at no extra charge.

### Document Shredding \$1.00 per pound.

Certified shredding from ShredWorks. A signed Offix Edge "Certificate of Document Destruction" is available for your records.

FAX	1st Page	Additional Pages
Local	\$1.00	\$0.50 ea
Long Distance	\$1.00	\$0.50 ea
International	\$4.00	\$1.50 ea
FAX Receive	\$0.50	\$0.50 ea

### Mail Boxes for Rent

	3-month rental	6-month rental	12-month rental
Personal 4 x 5 x 15 in	\$60.00	\$108.00	\$192.00
Business 8 x 5 x 15 in	\$66.00	\$120.00	\$216.00
Corporate 12 x 5 x 15	72.00	\$132.00	\$240.00
Key Deposit	\$5.00		

**3 extra months free with a 12-month inside rental (15 months for the price of 12.)**

### Upgrade to 24-Hour Access to Mail

We have a limited number of private mailboxes installed in an area of Offix Edge that is accessible 24 hours a day via coded keypad entry. The entrance is well-lit and under video surveillance. Customers who have unusual work or travel schedules can collect their mail outside of our normal business hours.

Included with this 24-hour service are private package delivery lockers with digital electronic locks. When an outside mailbox customer's package is received, we place it in a secure locker with a unique one-time unlock code. The code is given to the customer in the notification e-mail. Once the customer picks up their package, we will change the code on the locker for the next customer.

These 24-hour access mailboxes are available with a **one-year rental contract for \$240.00**, and that includes the package receiving & locker service.

### Package Receiving

Mailbox holders may receive 30 packages per calendar month at no extra charge. Each package over 30 is \$2.00 each. Non-mailbox holders may receive packages here for \$2.00 per package. Notify us in advance and provide your e-mail address and telephone number so that we may contact you when the package arrives.

**NOTE: small to medium packages.** Nothing larger than a microwave oven or a car seat. No beds, mattresses, sofas, carpets, refrigerators, etc. Anything too large or heavy will be refused at delivery. If in doubt, telephone us.