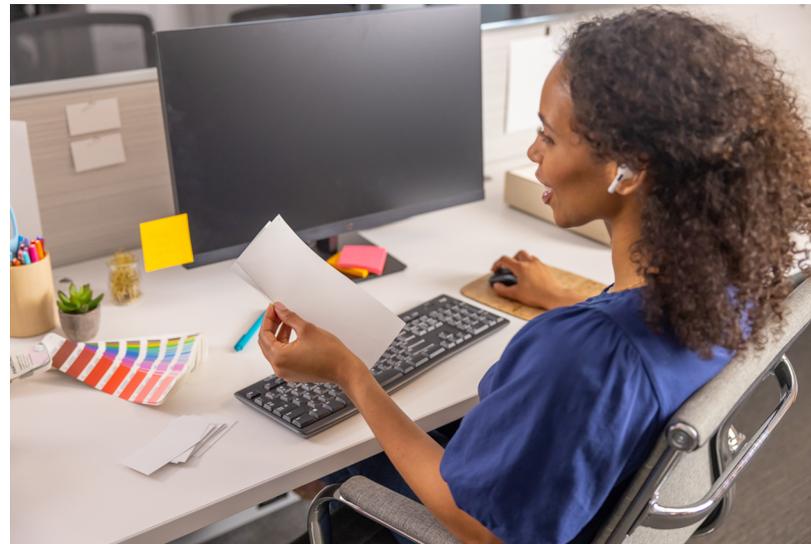


Professional printing on your schedule

Document Printing on [StaplesBusinessAdvantage.com](https://www.staples.com/staplesbusinessadvantage)



Looking for an easier way to print presentations, flyers, brochures and more? With Document Printing, just upload your files and configure your documents by choosing your printing and binding options. Then get your finished project delivered or pick it up at any Staples® store.

You can count on Document Printing for professional-looking printing at competitive prices, and it's all part of your existing program.

SELECTION

Presentations, flyers, and brochures
Posters, banners and more

DELIVERY OPTIONS

Delivery in 3-5 business days
In-Store Pickup same or next day

CONVENIENCE

Mobile friendly, easy online ordering
One stop for your printing and office essentials

PROGRAM BENEFITS

Consistent and competitive pricing
Consolidated billing and reporting

DOCUMENT ASSET MANAGEMENT - MY FILES

Seamlessly save, share, and print documents across your organization



Scan or click
to get started

To learn more, visit [Document Printing on StaplesAdvantage.com](https://www.staples.com/staplesbusinessadvantage) or contact your Print Account Executive.



Print to store details and pricing on next page

Convenient printing and pick up, wherever your work takes you.

Staples Document Printing provides a print-to-store solution that offers pick up of your on-demand project at any Staples retail store location in the U.S.

How it works:

Just upload, configure, and proof your print project on StaplesAdvantage.com or through your Staples catalog on your procurement system. Select to have your order picked up in a retail store location of your choice.

You also have the option to have your project delivered by entering an address before adding the item to your Cart.

Services are paid for when you check out online using your available payment methods.

Easy ordering process:

- Login to StaplesAdvantage.com or access the Staples catalog through your online procurement system.
- Select **Print & Marketing** under Services in the upper left menu
- Select **Document Printing**
- Choose your product category and item
- Click **Customize**
- Upload your document and configure
- Select delivery or print-to-store options
- **Add to Cart**

If you have questions or need assistance with a print project, contact myprintspecialist@staples.com.



Your Custom Pricing	
B&W Impression 24# White	
8.5 x 11" - Single Sided	\$0.04
11 x 17" - Single Sided	\$0.08
8.5 x 11" - Double Sided	\$0.05
11 x 17" - Double Sided	\$0.09
B/W Impression 28# White	
8.5 x 11" - Single Sided	\$0.05
11 x 17" - Single Sided	\$0.09
8.5 x 11" - Double Sided	\$0.07
11 x 17" - Double Sided	\$0.14
Color Impression 24# White	
8.5 x 11" - Single Sided	\$0.30
11 x 17" - Single Sided	\$0.42
8.5 x 11" - Double Sided	\$0.57
11 x 17" - Double Sided	\$0.77
Color Impression 28# White	
8.5 x 11" - Single Sided	\$0.31
11 x 17" - Single Sided	\$0.43
8.5 x 11" - Double Sided	\$0.59
11 x 17" - Double Sided	\$0.82
Finishing Examples	
Coil Binding - Letter - 12mm	\$2.15
Comb Binding - Letter - 1/2"	\$1.93
Clear Front Cover	\$0.27
Black Vinyl Back Cover	\$0.65
2 or 3 Hole Drilling	\$0.04
Stapling	\$0.03
Shrinkwrap	\$0.68
Folding (Half and Trifold)	\$0.06
Cut Per Lift	\$1.01
Poster/Standard Paper - Per/SqFt	\$3.57
Grommets (4)	\$4.00
Laminating - Per/SqFt	\$2.13

Effective as of (5/1/2025)