

NPRC's 2022-2023 Bindery Services Pricing Survey Worksheet



Thank you for agreeing to participate in this key industry survey. We want to make sure you receive your **FREE** Study, so please be sure to follow these instructions carefully.

The deadline for this survey is June 6, 2022. **The 2022-23 Printing Industry Bindery Services Pricing Study** will bring you the very latest in bindery and finishing prices in our industry. Don't have the time to complete this questionnaire yourself? Then assign it to a key company employee, stressing the importance of submitting it by the published deadline. Remember, this is a Worksheet only. When you have completed this **Worksheet**, you will then go to the following website where you will re-enter your answers:

2022nprcbinderysurvey.loyaltyloop.org

The address above is where you will re-enter your answers from this worksheet. **REMEMBER TO** enter your name and mailing information at the end of the on-line survey. If you have questions, please email us at: membership@printingresearch.org. You can also contact us at the National Printing Research Council (NPRC) at 2110 S. Dairy Rd, Suite 102, Melbourne, FL 32904, or call us at: 321-727-2444.

PLEASE REPORT CURRENT BINDERY PRICES: Unless noted otherwise, please provide prices only for work produced in-house. We are not interested in prices if work is supplied or available from a broker. **PLEASE, PLEASE Do not draw X's** or Cross-out Sections. Simply leave these sections or questions blank if you do not offer this service.

Please note that all questions in this survey are asking for bindery only charges.
Do not include charges for printing or copying services.

PART 1: Mandatory Company Data

THIS SECTION IS MANDATORY for all companies who wish to receive a free copy of the final 2022-2023 *Bindery & Finishing Study*. Questions #6 & #10, however, are optional. All other questions in Part 1 must be completed.

1-4. Your firm:

Year Firm was founded?	# of Locations	State/Province	Total # of Employees (Including all owners)
<input style="width: 100%;" type="text"/>	<input style="width: 100%;" type="text"/>	<input style="width: 100%;" type="text"/>	<input style="width: 100%;" type="text"/>

4a. Market Size - Describe, as best you can, the population size of your immediate market area (Multiple locations may check more than one):

- Rural Area** Under 25,000 population
 Small Market 25,000-100,000 population
 Medium Market 100,000-300,000 population
 Large Market 300,000-1 Million population
 Major Market 1 Million+ population

5. Total # of employees, including working owners, involved in all locations listed in question #2. For each 40 hrs. of PT employees, record (1).
 (EX: 20 hr. PT empl. = .5)

Total Number of Employees?

6. Annual Sales - Enter your total annual sales (in whole dollars) for all locations listed in question #2:

Sales 2018	Sales 2019	Sales 2020	Sales 2021
<input style="width: 100%;" type="text"/>	<input style="width: 100%;" type="text"/>	<input style="width: 100%;" type="text"/>	<input style="width: 100%;" type="text"/>

7. Are you an: Independent Franchise Educational/In-plant

Other

8. Franchise – If a franchise, please indicate which one:

- Allegra/Alliance AlphaGraphics CPrint Kwik Kopy Minuteman PIP
 Signal Graphics Franklins Sir Speedy/Franchise Services Post Net

Other

9. Association Membership - What is your current association affiliation? Check all that apply.

NPRC
 NPSOA
 PIA
 NAQP/NAPL
 Craftsman Club
 No Association Affiliation
 Other

10. Your Owner's Compensation for 2021 as a percent of annual sales (optional, but very helpful to us for statistical purposes) - Please be as accurate as possible. Include net profit plus (1) owner's salary, bonuses, profit sharing and other misc. fringe benefits. Exclude salary and benefits paid to other partners or spouse:

Percent of annual sales

11. Bindery as a Percent of Annual Sales - Please estimate, as accurately as possible, the total \$\$\$ of your in-house and brokered bindery services (offset and digital), represents as a percent of total 2021 annual sales.

Percent of annual sales

PART 2: Packaging Methods & Pricing

(Please leave blank those questions for services or products for which you normally do not charge when preparing an estimate):

1. Shrink Wrapping Charges - Your charge to shrink-wrap the following 8.5x11 by 2-2.5" thick packages at specific quantity levels. (Assume using 75-100 gauge film) **Prices are per package!**

1-10 Packages (Price/Pkg.)	25-50 Packages (Price/Pkg.)	100-250 Packages (Price/Pkg.)
<input style="width: 150px; height: 25px;" type="text"/>	<input style="width: 150px; height: 25px;" type="text"/>	<input style="width: 150px; height: 25px;" type="text"/>

2. Letterhead Boxes - Please indicate the type box you generally use in your firm to package letterheads and then complete the question regarding charges (check all that apply). We use the following type of letterhead boxes:

Imprinted 1-C (Generic)*
 Custom* Imprinted 1-C
 Imprinted 2-C (Generic)
 Custom Imprinted 2-C
 Plain/blank Boxes with your labels applied

****Generic would be imprinted boxes as used by a franchise, lacking customized address data. Custom imprinted would include specific name, phone and address info.***

3. Letterhead Boxes - What do you charge (disclosed or hidden) for each letterhead box:

Charge Per Box

4. Business Card Boxes - Same as question #2 but for business card boxes.

- Imprinted 1-C (Generic)*
 Custom* Imprinted 1-C
 Imprinted 2-C (Generic)
 Custom Imprinted 2-C
 Plain/blank Boxes with your labels applied
 Blank Boxes

5. Business Card Boxes - What Charge Per Box do you charge customers (detailed or hidden) for each B.C. box

Charge Per Box

6. Carton Size Used – Please check the size of your typical shipping or packaging carton based upon the total number of 20/24# 8.5 x 11" sheets it will hold?

- 2,500 Sheets per carton
 5,000 Sheets per carton
 We use both size cartons

7. Charge for Cartons - Now tell us whether you specifically charge most customers (detailed on invoice or hidden) for these cartons and if so, how much?

- Yes, we charge for cartons
 No, we don't charge for cartons

8. Type & Price - We use the following cartons and charge as indicated:

	Selection	Chg Per Carton \$
Custom Imprinted Cartons (2,500 sheets/ctn) Chg Per Carton	<input type="checkbox"/>	<input type="text"/>
Plain Cartons with label affixed (2,500 sheets/ctn) Chg Per Carton	<input type="checkbox"/>	<input type="text"/>
Custom Imprinted Cartons (5,000 sheets/ctn) Chg Per Carton	<input type="checkbox"/>	<input type="text"/>
Plain Cartons with label affixed (5,000 sheets/ctn) Chg Per Carton	<input type="checkbox"/>	<input type="text"/>
We use and recycle paper cartons from vendors and may or may not charge as noted.	<input type="checkbox"/>	<input type="text"/>

PART 3: Scoring, Perfing & Creasing

1. Typical Scoring - You must score 11x17 100# cover stock (offset printed or digital) directly in half to fold to 8.5 x 11". What would be your all-inclusive, total charge to score the following quantities:

Score 500	Score 1,000	Score 2,500	Score 5,000
<input style="width: 100%;" type="text"/>	<input style="width: 100%;" type="text"/>	<input style="width: 100%;" type="text"/>	<input style="width: 100%;" type="text"/>

2. Crease Separately? - Do you own/operate a dedicated creasing device that allows applying a crease prior to folding an 11 x 17" (or similar size) 100# cover stock in half? Yes No

3. Creasing Charges - You must crease an 11x17 100# cover stock directly in half prior to folding. What would be your all-inclusive charge to crease the following quantities?

Crease 500	Crease 1,000	Crease 2,500	Crease 5,000
<input style="width: 100%;" type="text"/>	<input style="width: 100%;" type="text"/>	<input style="width: 100%;" type="text"/>	<input style="width: 100%;" type="text"/>

4. Typical Perfing - You must perf (1 horizontal perf) the following quantities of an 8.5x11 100# cover stock. The perf will perf directly in the middle of the 8.5 x 11 cardstock producing two 5.5 x 8.5 sections. (If you would first run this 2-up on 11 x 17" perf and then cut in half is up to you.) We are only interested in the total charge for perfing the total number of 8.5x11 sheets indicated.

Perf 500	Perf 1,000	Perf 2,500	Perf 5,000	Perf 10,000
<input style="width: 100%;" type="text"/>	<input style="width: 100%;" type="text"/>	<input style="width: 100%;" type="text"/>	<input style="width: 100%;" type="text"/>	<input style="width: 100%;" type="text"/>

PART 4: Manual Collating & Gathering

1. Hand-collating/gathering & Method of Charging: Assuming the job cannot be done online using a digital copier with an inline booklet maker, what would you typically charge to hand-gather the following number of **pre-folded** 8.5 x 11" sheets:

500 each of six 8.5 x 11 folded sheets gathered & collated (3,000 total sheets)	1,000 each of six 8.5 x 11 folded sheets & gathered collated (6,000 total sheets)	2,500 each of six 8.5 x 11 folded sheets & gathered collated (15,000 total sheets)
<input style="width: 100%;" type="text"/>	<input style="width: 100%;" type="text"/>	<input style="width: 100%;" type="text"/>

2. Bindery Hourly & Price/M Rates - If you charge an hourly or price per M rate for hand-work such as above, please enter it here. (whole dollars only)

Hourly Rate	Per M Pickups	Set-up Charge (if any) for hand-work?
<input style="width: 100%;" type="text"/>	<input style="width: 100%;" type="text"/>	<input style="width: 100%;" type="text"/>

3. Estimated Speeds - Please indicate how many flat or folded 4-page signatures (finished size 5.5 x 8.5" or 8.5 x 11") you estimate can be hand-gathered or hand-collated per hour?

Number of flat sheets/hr.	Number of folded sigs/hr.
<input style="width: 100%;" type="text"/>	<input style="width: 100%;" type="text"/>

PART 5: Machine Collating & Gathering

1. Basic Off-Line Machine Collating Charges* - Assuming you have 500 each of 10 sheets, what would your charges be to collate them together into finished sets? (Answer all that apply)

1-Time Set-up fee?	Charge Per Bin?	Min Collate Chg (if any)	Collate Chg Per M	Collating Hourly Charge	Est'd Total Sheets/Hour
<input style="width: 100%;" type="text"/>	<input style="width: 100%;" type="text"/>	<input style="width: 100%;" type="text"/>	<input style="width: 100%;" type="text"/>	<input style="width: 100%;" type="text"/>	<input style="width: 100%;" type="text"/>

**Provide prices only for off-line equipment; Collating in-line on digital printers are covered later.*

2. Machine Collating Charges (Off-line) - Your all-inclusive price, including all minimums and set-up fees, to collate the following combinations of sheets on an **OFF-LINE** collator. Do not include stapling: (Whole \$\$ only)

Collate 250 of 10 (total sheets 2,500)	Collate 500 of 10 (total sheets 5,000)	Collate 1,000 of 10 (total sheets 10,000)	Collate 2,500 of 10 (total sheets 25,000)
<input style="width: 100%;" type="text"/>	<input style="width: 100%;" type="text"/>	<input style="width: 100%;" type="text"/>	<input style="width: 100%;" type="text"/>

3. Does the device noted in question #2 above staple or stitch in-line? Yes No

4. In-Line Stapling/Stitching - If "Yes" to question #3, how much would you charge to collate and corner staple (in-line) the following quantities (include all set-up and min. fees where applicable):

Collate & corner staple 250 ea. of 10 (total sheets 2,500)	Collate & corner staple 500 ea. of 10 (total sheets 5,000)	Collate & corner staple 1,000 ea. of 10 (total sheets 10,000)	Collate & corner staple 2,500 ea. of 10 (total sheets 25,000)
<input style="width: 100%;" type="text"/>	<input style="width: 100%;" type="text"/>	<input style="width: 100%;" type="text"/>	<input style="width: 100%;" type="text"/>

5. In-Line Collating and Booklet Folding & Saddle Stitching - If "Yes" to question #3, how much would you charge to collate, fold and saddle stitch booklets in the following quantities. (Include all set-up and min. fees where applicable):

Collate, fold and stitch 250 booklets (250 ea. of 10 sheets - total sheets 2,500)	Collate, fold and stitch 500 booklets (500 ea. of 10 sheets - total sheets 5,000)	Collate, fold and stitch 1,000 booklets (1,000 ea. of 10 sheets - total sheets 10,000)	Collate, fold and stitch 2,500 booklets (2,500 ea. of 10 - total sheets 25,000)
<input style="width: 100%;" type="text"/>	<input style="width: 100%;" type="text"/>	<input style="width: 100%;" type="text"/>	<input style="width: 100%;" type="text"/>

6. Off-line Stapling/Stitching - If you must manually staple or stitch off-line, how much do you charge per staple, for corner or saddle stitching?

Price Per staple – corner stapling

Price Per staple – booklet stapling

PART 6: Basic Cutting Charges

1. Cutting Charges - Please provide the following cutting charges:

Cutting Set-up Charges (if any):	Minimum Cutting Charge (if any):	Hrly Cutting Charge (if any):	Charge Per Cut - Your charge per each blade	Average sheets (text weight) per cut/lift:	Average sheets (cover weight) per cut/lift:
<input style="width: 100%;" type="text"/>	<input style="width: 100%;" type="text"/>	<input style="width: 100%;" type="text"/>	<input style="width: 100%;" type="text"/>	<input style="width: 100%;" type="text"/>	<input style="width: 100%;" type="text"/>

2. Round-Cornering - Do you offer or provide (in-house) round cornering services?

Yes No

3. Round-Cornering Charges - If "Yes" to question #1 above, what would you charge to round-corner all FOUR CORNERS of a 3 x 5" or similar size card for each of the quantities listed below:

Round-Corner 250 cards

Round-Corner 500 cards

Round-Corner 1M cards

PART 7: Specialized Binding Services

It is not necessary or required to provide answers for all binding methods. Simply provide us with pricing for your one or two most common binding methods and leave the remainder blank.

Binding Methods - Please provide your price per book (8.5x11) for each of the methods, at the quantities and coil size indicated. Size indicates the size of the coil or binding being used, not the document or book. *(Leave blank if you do not offer the specific binding service)*

1. Plastic Coil - Enter your price PER BOOK (Binding Charge Only)

	1/4" Size	1/2" Size	1" Size	1.5" Size
25 Books (Price/book)	<input style="width: 100%;" type="text"/>	<input style="width: 100%;" type="text"/>	<input style="width: 100%;" type="text"/>	<input style="width: 100%;" type="text"/>
100 Books (Price/book)	<input style="width: 100%;" type="text"/>	<input style="width: 100%;" type="text"/>	<input style="width: 100%;" type="text"/>	<input style="width: 100%;" type="text"/>
500 Books (Price/book)	<input style="width: 100%;" type="text"/>	<input style="width: 100%;" type="text"/>	<input style="width: 100%;" type="text"/>	<input style="width: 100%;" type="text"/>

2. Wire-O - Enter your price PER BOOK (Binding Charge Only)

	1/4" Size	1/2" Size	1" Size	1.5" Size
25 Books (Price/book)	<input style="width: 100%;" type="text"/>	<input style="width: 100%;" type="text"/>	<input style="width: 100%;" type="text"/>	<input style="width: 100%;" type="text"/>
100 Books (Price/book)	<input style="width: 100%;" type="text"/>	<input style="width: 100%;" type="text"/>	<input style="width: 100%;" type="text"/>	<input style="width: 100%;" type="text"/>
500 Books (Price/book)	<input style="width: 100%;" type="text"/>	<input style="width: 100%;" type="text"/>	<input style="width: 100%;" type="text"/>	<input style="width: 100%;" type="text"/>

3. GBC - Enter your price PER BOOK (Binding Charge Only)

	1/4" Size	1/2" Size	1" Size	1.5" Size
25 Books (Price/book)	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
100 Books (price/book)	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
500 Books (price/book)	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

4. Tape Binding - Enter your price PER BOOK (Binding Charge Only)

	"Small" Size	"Medium" Size	"Large" Size
25 Books (Price/book)	<input type="text"/>	<input type="text"/>	<input type="text"/>
100 Books (price/book)	<input type="text"/>	<input type="text"/>	<input type="text"/>
500 Books (price/book)	<input type="text"/>	<input type="text"/>	<input type="text"/>

PART 8: 1, 3 & 5-Hole Drilling Prices

1. Standard Drilling Charges - Please provide, wherever possible, your charges for the following functions as they relate to 3-hole drilling 8.5x11 60# stock:

Min drilling charge	Set-up Chg. Per hole (if any)	Hourly Drilling Chg (if any)	Est'd Sheets Drilled/Hour
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

2. Drilling Charges - Please provide your total charge, including any set-up chgs., to drill the following quantities with the indicated number of holes: (Enter total price for quantity indicated... i.e. \$16.75 as 16.75)

	Drill 1,000 Sheets	Drill 5,000 Sheets	Drill 10,000 Sheets
1-hole	<input type="text"/>	<input type="text"/>	<input type="text"/>
3-hole	<input type="text"/>	<input type="text"/>	<input type="text"/>
5-hole	<input type="text"/>	<input type="text"/>	<input type="text"/>

3. 3-Hole charges for drilling on Digital Copiers - Does your digital copier offer 3-hole punch in-line?

Yes No

If "Yes" to the question above, please enter your charges:

Min. set-up fee	Chg./M for 3-hole drilling on-line
<input type="text"/>	<input type="text"/>

PART 9: Regular & NCR Padding Charges

1. Standard Padding Charges - Your all-inclusive **total price** (including Chipboard) to pad the following quantity of pads in the sizes indicated. Assume 100 sheets per pad:

PLEASE ENTER TOTAL PRICE TO PAD

	4.5 x 5.5" Pads	5.5 x 8.5" Pads	8.5 x 11" Pads
25 Pads	<input type="text"/>	<input type="text"/>	<input type="text"/>
100 Pads	<input type="text"/>	<input type="text"/>	<input type="text"/>
500 Pads	<input type="text"/>	<input type="text"/>	<input type="text"/>
1,000 Pads	<input type="text"/>	<input type="text"/>	<input type="text"/>

2. NCR Padding – Do you or your estimating system charge separately for padding carbonless paper?

Yes No

3. If YES to question #2 above, please answer the following:

Minimum NCR Padding Charge (if any)

Price Per M sheets

PART 10: Digital Numbering Charges

1. Digital vs. Crash Numbering - Assuming you offer some form of numbering services (digital or letterpress/crash) what percent of those jobs would be numbered on the following:

Crash/Impact Numbering (letterpress/Rollem/Count, etc.) Percent?	<input type="text"/>
Digital Numbering Percent?	<input type="text"/>
Total	<input type="text"/>

2. Digital Numbering on Digital Printer? - Do you use your digital copier/printer (color or B&W) to sequentially number cards, coupons or other forms?

Yes No

3. Software for Numbering on Digital Printer? - Enter the name of the software you use:

Software

4. Which Digital Printers - If "Yes" to question #2, please indicate which devices you use to number?

B&W Digital Printer Color digital Printer We use both

5. Numbering Charges - If "Yes" to question #2, please provide your additional charges for the following. Answer all that apply:

	Min Chg (if any)	Set-up Chg. (if any)	Chg. Per 1,000 #'s
(a) Numbering charges on B&W Digital Copier:	<input type="text"/>	<input type="text"/>	<input type="text"/>
(b) Numbering charges on Color Digital Copier:	<input type="text"/>	<input type="text"/>	<input type="text"/>

6. Sample Pricing - What would be your charge, including any set-up and min charges, to number the following jobs: (answer only if you charge extra)

(a) Raffle Tickets - Extra or additional charge, if any, to add two numbers per 2x7" raffle ticket, set 5-up on 8.5x11:

250 (finished) Tickets - 50 sheets	500 (finished) Tickets - 100 sheets	1000 (finished) Tickets - 200 sheets
<input type="text"/>	<input type="text"/>	<input type="text"/>

(b) 2-P NCR Forms - Extra or additional charge, if any, to imprint one number on 8.5x11" 2-P NCR form on digital copier:

250 2-P Sets	500 2-P Sets	1000 2-P Sets
<input type="text"/>	<input type="text"/>	<input type="text"/>

(c) 3-P NCR Forms - Extra or additional charge, if any, to imprint one number on 8.5x11" 3-P NCR form on digital copier:

250 3-P Sets	500 3-P Sets	1000 3-P Sets
<input type="text"/>	<input type="text"/>	<input type="text"/>

[PART 11: Crash/Impact/Letterpress Numbering Charges](#)

1. Your Charges for Crash/Impact/Letterpress Numbering Services?

Hourly Charge (if any)	Min Chg (if any)	Set-up Chg. (if any)	Chg. Per M #'s
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

2. Numbering Charges - Total charge, including set-up and make-ready, to **crash imprint one number** on a 2-part 8.5 x 11 NCR form for the following quantities:

500	1,000	2,500	5,000
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

3. Numbering Charges - Total charge, including set-up and make-ready, to **crash imprint 2-numbers** on a 8.5x11 NCR form? Final form is 5.5 x 8.5" and is being printed 2-up. (Whole \$ Only)

500	1,000	2,500	5,000
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

PART 12: Off-Line Booklet Making Charges

Please note once again that all questions in this survey are asking for bindery only charges.

Do not include charges for printing or copying services.

All-Inclusive Newsletter/Booklet Charges - Your total charges, for the size and quantities noted, to gather/collate, fold and staple (off-line) the following size newsletters or booklets. Do not include charges for face trims.

1. Newsletters/Booklets – Finished Size 5.5 X 8.5”

PLEASE ENTER TOTAL PRICE (BINDERY CHARGES ONLY) NOT PER NEWSLETTER

	500 Newsletters	1,000 Newsletters	2,500 Newsletters
12-Pages (3) 8.5 x 11s	<input type="text"/>	<input type="text"/>	<input type="text"/>
24-Pages (6) 8.5 x 11s	<input type="text"/>	<input type="text"/>	<input type="text"/>
48-Pages (12) 8.5 x 11s	<input type="text"/>	<input type="text"/>	<input type="text"/>

2. Newsletters/Booklets – Finished Size 8.5 X 11”

PLEASE ENTER TOTAL PRICE (BINDERY CHARGES ONLY) NOT PER NEWSLETTER

	500 Newsletters	1,000 Newsletters	2,500 Newsletters
12-Pages (3) 11 x 17s	<input type="text"/>	<input type="text"/>	<input type="text"/>
24-Pages (6) 11 x 17s	<input type="text"/>	<input type="text"/>	<input type="text"/>
48-Pages (12) 11 x 17s	<input type="text"/>	<input type="text"/>	<input type="text"/>

3. Face-Trimming Only - Assuming client requests books to be face-trimmed, what method best describes what you would use?

- Face-Trim on Cutter
 Face-Trim, in-line on Booklet Maker
 Utilize our 3-Knife Trimmer

4. Auto-Trimming - If you face-trim in line (choices 2-3 above) how much extra would you charge per book? (Assume 48-page/12 sigs for this example.) If you don't charge extra to face-trim, please enter "0."

Min. Charge

Face Trim Charge **Per Book**

5. Books Per Lift - Assuming trimming must be done offline on cutter, how many of the following books (see size) would you normally face-trim per stack? (Assume books are self-covers and utilize 60# Offset.)

	Number of Books/Lift	Charge To Trim Ea. Book
24-P Books Per Cut	<input type="text"/>	<input type="text"/>
32-P Books Per Cut	<input type="text"/>	<input type="text"/>
64-P Books Per Cut	<input type="text"/>	<input type="text"/>

PART 13: Digital Copier Booklet Making Charges

**Please note once again that all questions in this survey are asking for bindery only charges.
Do not include charges for printing or copying services.**

Booklet Charges -Assuming your copier is capable of producing saddle-stitched booklets (5.5x8.5 or 8.5x11) finished size, please answer the following (assume no bleeds):

1. Charge Extra - Do you charge extra (in addition to copying charges) to produce booklets in-line?

Yes, we charge extra No, we do not charge extra

2. Newsletter Charges - If you charge extra, what would your total charge (Bindery-Booklet Making Charges Only) be to produce the following quantities:

(a) Newsletters, 5.5 x 8.5 Final Size

	500 Newsletters	1,000 Newsletters	2,500 Newsletters
12-Pages (3) 8.5 x 11s	<input type="text"/>	<input type="text"/>	<input type="text"/>
24-Pages (6) 8.5 x 11s	<input type="text"/>	<input type="text"/>	<input type="text"/>
48-Pages (12) 8.5 x 11s	<input type="text"/>	<input type="text"/>	<input type="text"/>

(b) Newsletters, 8.5 x 11 Final Size

	500 Newsletters	1,000 Newsletters	2,500 Newsletters
12-Pages (3) 11 x 17s	<input type="text"/>	<input type="text"/>	<input type="text"/>
24-Pages (6) 11 x 17s	<input type="text"/>	<input type="text"/>	<input type="text"/>
48-Pages (12) 11 x 17s	<input type="text"/>	<input type="text"/>	<input type="text"/>

PART 14: Folding on Digital Copiers

1. Folding on Copier - Indicate if either of your copiers are capable of folding (1/2 or tri-fold) on-line:

(a) Our B&W copier can fold in-line: Yes No

(b) Our color copier can fold in-line: Yes No

2. Extra Charge? - Do you charge extra to fold copies produced in-line on your digital B&W or Color Copier:

Yes No

3. Your Charges - If "Yes" to question #2 above, what would be your additional charge to letter-fold the following quantities of 60# offset on your copier:

100 sheets	500 sheets	1,000 sheets	2,500 sheets
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

PART 15: Traditional Folding

1. Please indicate the primary type of off-line folder you use for most of your folding tasks:

- Table-top folder Floor Model Folder (straight only)
 Floor Model with side-gate/right angle section

2. Basic Folding Charges 8.5 x 11" – Please provide the following as it pertains to basic folding services:

Minimum Folding Chg.

Set-up Chg.

Hourly Chg. (if any)

3. Basic Letter-folding (Offset) – What is your charge to letter-fold 8.5 x 11" 60# offset in the following quantities. (include all min. and set-up charges as well)

500 sheets

1,000 sheets

5,000 sheets

10,000 sheets

4. Basic Letter-folding (Coated) – What is your charge to letter-fold 8.5 x 11" 100# Coated Text in the following quantities. (include all min. and set-up charges as well)

500 sheets

1,000 sheets

5,000 sheets

10,000 sheets

5. Basic Right-Angle Folding Charges 11 x 17" 60# Text to #10 – Please answer the following as it pertains to basic folding an 11 x 17" 60# sheet (one pass) down to #10 size:

Minimum Folding Chg.

Set-up Chg.

Hourly Chg. (if any)

6. Right Angle Folding Charges (offset) - What is your charge to right-angle fold 11 x 17" 60# offset to #10, in the following quantities. (include all min. and set-up charges as well)

500 sheets

1,000 sheets

5,000 sheets

10,000 sheets

7. Right Angle Folding Charges (coated) - What is your charge to right-angle fold 11 x 17" 100# coated to #10, in the following quantities. (include all min. and set-up charges as well)

500 sheets

1,000 sheets

5,000 sheets

10,000 sheets

PART 16: Perfect Binding

1. Perfect Binding In-House? - Do you offer perfect binding services in-house?

Yes No

If "Yes" to the question above, please provide pricing for the following:

Min Chg (if any)

Set-up Chg. (if any)

Hrly Chg. (if any)

2. Perfect Binding - Please enter your total price PER BOOK to Perfect Bind and trim 3-sides of the following quantities & sizes of books:

3. Finished Size 5.5 x 8.5

	100 Books	250 Books	500 Books	1,000 Books
1/4" Thick Books	<input style="width: 80px; height: 20px;" type="text"/>	<input style="width: 80px; height: 20px;" type="text"/>	<input style="width: 80px; height: 20px;" type="text"/>	<input style="width: 80px; height: 20px;" type="text"/>
1/2" Thick Books	<input style="width: 80px; height: 20px;" type="text"/>	<input style="width: 80px; height: 20px;" type="text"/>	<input style="width: 80px; height: 20px;" type="text"/>	<input style="width: 80px; height: 20px;" type="text"/>
1" Thick Books	<input style="width: 80px; height: 20px;" type="text"/>	<input style="width: 80px; height: 20px;" type="text"/>	<input style="width: 80px; height: 20px;" type="text"/>	<input style="width: 80px; height: 20px;" type="text"/>

(b) Finished Size 8.5 x 11

	100 Books	250 Books	500 Books	1,000 Books
1/4" Thick Books	<input style="width: 80px; height: 20px;" type="text"/>	<input style="width: 80px; height: 20px;" type="text"/>	<input style="width: 80px; height: 20px;" type="text"/>	<input style="width: 80px; height: 20px;" type="text"/>
1/2" Thick Books	<input style="width: 80px; height: 20px;" type="text"/>	<input style="width: 80px; height: 20px;" type="text"/>	<input style="width: 80px; height: 20px;" type="text"/>	<input style="width: 80px; height: 20px;" type="text"/>
1" Thick Books	<input style="width: 80px; height: 20px;" type="text"/>	<input style="width: 80px; height: 20px;" type="text"/>	<input style="width: 80px; height: 20px;" type="text"/>	<input style="width: 80px; height: 20px;" type="text"/>

THANK YOU FOR COMPLETING the Survey Worksheet for the 2022 Bindery Services Pricing Study. To complete the process and to make sure that you receive your complimentary copy of the final study you must visit our **OFFICIAL SURVEY SITE** where you will re-enter the data from this worksheet into the survey itself.

OFFICIAL SURVEY SITE:

2022nprcbinderysurvey.loyaltyloop.org

Deadline for Submitting Your Survey - June 6, 2022