

Corporate Communications | Service Costs

Last Updated: May 16, 2022

Graphic Design

Service	Cost
Flyer/Poster for Print/Social	\$800.00
Brochure/Pamphlet/Event Program (Single Page)	\$550.00
Brochure/Pamphlet/Event Program (Dual-Sided)	\$750.00
Booklet (4-8 Pages)	\$800.00
Booklet (9-12 Pages)	\$1200.00
Event Programme (Single Page)	\$600.00
Event Programme (Dual Sided)	\$800.00
Newspaper Advertisement	\$800.00
Invitation	\$700.00
Certificate	\$600.00
Tickets	\$550.00
Edit of Existing Artwork/Template	\$450.00
Logo Creation	\$800

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Video Production

Note: Refreshments and transportation is required to be provided to staff working outside of regular hours

Service	Cost
Interview (On Campus only)	\$1000.00 per hour
	\$500.00 for equipment setup
Promotion Video (less than 3 minutes)	\$2,500.00
Report Video (3-10 minutes)	\$5,000.00
Pre-Recorded Taping	\$1000.00 per hour
Live Streaming	\$1000.00 per hour
Technical Support	\$700.00 per hour
Video Editing (3-5 minutes)	\$500.00

Photography

Note: Refreshments and transportation is required to be provided to staff working outside of regular hours

Service	Cost
Event Coverage (On Campus only)	\$800.00 per hour
Studio Portraits	\$1,000.00 per hour

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	Additional \$500.00 for equipment setup
Outdoor Portraits (On Campus only)	\$800.00 per hour

Printing

Dimensions	Variations	Cost
8.5 x 11	B/W 1-Sided (\$1.00)	\$1.00
	B/W 2- Sided (\$1.50)	\$1.50
	Light Colour 1-Sided	\$1.50
	Light Colour 2-Sided	\$2.00
	Heavy Colour 1-sided	\$5.00
	Heavy Colour 2-sided	\$7.00
8.5 x 14	B/W 1-Sided	\$1.00
	B/W 2- Sided	\$2.00
	Light Colour 1-Sided	\$2.00
	Light Colour 2-Sided	\$2.50
	Heavy Colour 1-sided	\$6.00
	Heavy Colour 2-sided	\$8.00

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11 x 17	B/W 1-Sided	\$3.00
	B/W 2- Sided	\$5.00
	Light Colour 1-Sided	\$7.00
	Light Colour 2-Sided	\$10.00
	Heavy Colour 1-sided	\$12.00
	Heavy Colour 2-sided	\$15.00
12 x 18	B/W 1-Sided	\$4.00
	B/W 2- Sided	\$6.00
	Light Colour 1-Sided	\$8.00
	Light Colour 2-Sided	\$13.00
	Heavy Colour 1-sided	\$15.00
	Heavy Colour 2-sided	\$19.00