



LIST OF ADMINISTRATION CHARGES

EQUIPMENT	CHARGE	
	Full/Associate Member	Non-member
Digital Camera	£2 for 48 hrs/£4 per week	£4 for 48 hrs/£8 per week
Display Board	£2 for 48 hrs/£4 per week	£4 for 48 hrs/£8 per week
Flip Chart Stand	£2 for 48 hrs/£4 per week	£4 for 48 hrs/£8 per week
Laminator	£2 for 48 hrs/£4 per week	£4 for 48 hrs/£8 per week
Laptop projector	£5 for 48 hrs/£12 per week	£10 for 48 hrs/£24 per week
Overhead projector	£4 for 48 hrs/£9 per week	£8 for 48 hrs/£18 per week
TV/Video	£4.00 for 48 hrs/£12 per week	£8.00 for 48 hrs/£24 per week
Portable screen	£2 for 48 hrs/£4 per week	£4 for 48 hrs/£8 per week
Large screen	£2 for 48 hrs/£4 per week	£4 for 48 hrs/£8 per week

PHOTOCOPYING			
WHITE PAPER BLACK AND WHITE COPIES	PRICE	COLOURED PAPER BLACK AND WHITE COPIES	PRICE
A4 – Single Sided	3p	A4 – Single Sided	5p
A4 – Double Sided	5p	A4 – Double Sided	8p
A3 – Single Sided	5p	A3 – Single Sided	10p
A3 – Double Sided	8p	A3 – Double Sided	15p
WHITE PAPER COLOUR COPIES	PRICE	COLOURED PAPER COLOUR COPIES	PRICE
A4 – Single Sided	20p	A4 – Single Sided	25p
A4 – Double Sided	30p	A4 – Double Sided	40p
A3 – Single Sided	25p	A3 – Single Sided	30p
A3 – Double Sided	40p	A3 – Double Sided	50p

Non members should add 2p to the price of all black and white copies (per side) and 5p to the price of all colour copies (per side).

LAMINATING	CHARGE – per item	
	Full/Associate Member	Non-member
ID badge size, including clip & chain	£2.25	£2.75
A4	£0.50	£0.75
A3	£0.75	£1.20

MEETING ROOM HIRE	CHARGE – including use of any equipment & refreshments	
	Full/Associate Member	Non-member
1 Hour	£10.00	£15.00
Half day	£15.00	£20.00
Full day	£30.00	£40.00

LIBRARY SERVICE	Books & Videos
These are available free of charge for 1 month. AVCVS reserve the right to charge, at discretion, if not returned after 1 month. £5 refundable deposit for videos.	

TRAINING	CHARGE	
	Full/Associate Member	Non-member
See latest AVCVS training diary for charges for each event	Varies	Varies

CONSUMABLES – Only available to Full/Associate Members	One	Per Pack
Laminating pouches A4 (100 per box)	£0.12	£10.20
Black Dry wipe markers (10 per pack)	£0.99	£9.65
Medium Blue Ball point pens (50 per box)	£0.30	£12.95
Pencils (12 per box)	£0.26	£2.54
L7163 labels (14 per sheet, 100 sheets per box)	£0.10	£7.10
White A4 paper (per ream of 500)	£2.65	£13.25
White A3 paper (per ream of 500)	N/A	£5.99
Punch Pocket plastic wallets (100 per pack)	£0.03	£1.55
White DL envelopes (1000 per box)	£0.03	£12.45
Flip Chart pad (5 per pack)	£7.60	£37.55
Blank Business cards (250 per box)	N/a	£28.50

THESE PRICES ARE CURRENT AS AT AUGUST 2008. WE RESERVE THE RIGHT TO UPDATE TO REFLECT THE COSTS FROM OUR SUPPLIERS, WHICH, FROM TIME TO TIME, MAY INCLUDE SPECIAL OFFERS.

PLEASE CONTACT US FOR PRICES ON ANY ITEMS NOT LISTED ABOVE.

MISC PUBLICATIONS	CHARGE	
	Full/Associate Member	Non-member
Quality Standards for Youth Organisations (For more information on this publication please speak to Lynn Allison)	£10.00	£15.00
Child Protection Aide Memoir Card	£0.25	£0.50

AVCVS NEWSLETTER FLYERS PLEASE CONTACT CAROLYN ELLIS FOR MORE INFORMATION	CHARGE		
	Full Member	Non Member Voluntary Organisation	All Others
Based on 1 sheet of A4 paper (Submitted copies to be provided by member)	£10.00	£15.00	£25.00
Flyers can be photocopied at AVCVS standard photocopying charges			