

Large Format Inkjet Bureau Printing Service



Photographic Quality Archival Fine Art Printing.

For the Large Format Bureau Printing Service we print using a Hewlett Packard DesignJet Z6100 large format inkjet printer. The printer can print on media up to 152cm (60") wide. We also use an Epson Stylus Pro 9600 which can print on media up to 118 cm (44") wide.

Prints can be produced on to a range of different media (please see opposite page). We will also print onto papers that you may wish to supply yourself providing they are suitable. If we print onto your own uncoated paper colour and vibrancy may be compromised. The print only charges are set out opposite and below. Please see Ben Barter beforehand to show an example and discuss requirements.

Permanency of prints

We use pigment-based inks that have a much longer lifespan than the normal dye based inks but these are still not waterproof. The life of a print is affected by many factors including exposure to UV and other light waves, air pollution, humidity, air circulation and the media used. It is recommended that prints are framed under glass for longevity. Hewlett Packard says that prints printed on their own satin paper using the pigment-based inks will last for 75 years.

Preparing your files

We can print from a variety of software programmes but the most widely used and the most reliant is Photoshop. If you do want to print from anything else please see Ben Barter beforehand to discuss your requirements.

Saving your Photoshop files: It is recommended that images are saved as **TIFF** files. They should be at the print size you require (please note maximum printable width is 2cm smaller than the roll width) and saved at a resolution of at least 200ppi (pixels per inch). Normal Printing is at 300ppi.

Please flatten all the layers. Colour images should also be saved in RGB mode. See staff in the EPI centre for help with scanning your images.

Saving Illustrator and inDesign files: if possible export your file as a PDF with all fonts and images embedded.

Accepted file types PDF, TIFF, JPG.

Print Price List

The media we keep in stock comes on a roll, all prices are charged by the half metre off the roll. There is a small set up charge in the first half metre of £5 and then a flat rate for every half metre after. We also have A2 sheet media in Matt or Fine Art Matt for double sided prints. If you would like to use your own paper please make sure it's no thinner than newsprint (70 gsm) and no heavier than around 350gsm.

We can group smaller images together to fill the print area, so for example: 3 x A3 images will fit on to a 107cm x 50cm roll.

Media 106.7cm (42") wide	1st 1/2m	1/2m after	1m	1 1/2m	2m	2 1/2m	3m
Matt Paper 170 gsm	£12.50	£7.50	£20	£27.50	£35	£42.50	£50
Satin Photo Paper 250gsm	£14	£9	£23	£32	£41	£50	£64
Gloss Photo Paper 250 gsm	£14	£9	£23	£32	£41	£50	£64

Media 111.8cm (44") wide	1st 1/2m	1/2m after	1m	1 1/2m	2m	2 1/2m	3m
Fine Art Matt Paper 315 gsm	£19	£14	£33	£47	£62	£76	£90
Somerset Paper 255gsm	£20	£15	£35	£50	£65	£80	£95

Media 152cm (60") wide	1st 1/2m	1/2m after	1m	1 1/2m	2m	2 1/2m	3m
Matt Paper 170 gsm	£14.50	£9.50	£24	£33.50	£43	£52.50	£62
Satin Photo Paper 250gsm	£16.50	£11.50	£28	£39.50	£51	£62.50	£74
Gloss Photo Paper 250 gsm	£16.50	£11.50	£28	£39.50	£51	£62.50	£74
Somerset Paper 255gsm	£24.50	£19.50	£44	£63.50	£83	£99.50	£119
Canvas 400 gsm	£20.50	£15.50	£36	£51.50	£67	£82	£98

Film for light boxes	1st 1/2m	1/2m after	1m	1 1/2m	2m	2 1/2m	3m
Backlit (opaque) 127cm (50") wide	£21	£16	£37	£53	£69	£85	£101

Print Only (with your own paper)	1st 1/2m	1/2m after	1m	1 1/2m	2m	2 1/2m	3m
Media up to 107 cm wide	£10.50	£5.50	£16.50	£25	£32.50	£40	£47.50
Media up to 152 cm wide	£15	£12.50	£27.50	£40	£52.50	£65	£77.50

Film for Silk Screen	A2 Screen	A1 Screen	130 cm Large Screen
Clear 61cm (24") wide	£4 each	£8 each	£10 each

A2 Single Sheet Prints	single sided	double sided
Your own paper supply	£4	£8
Matt Paper 180 gsm	£6	£10
Satin Photo Paper 250gsm	£7	single sided coated paper only
Gloss Photo Paper 250 gsm	£7	single sided coated paper only
Somerset Paper 255gsm	£9	single sided coated paper only
Fine Art Matt 225 gsm	£8	£14

Terms and conditions

1. All large format jobs need to be logged with Ben Barter or Arthur Buxton, room OG5.
2. All files for printing must be handed over in a workable format and saved on a memory stick, CD or DVD.
3. The scanning, cleaning and cropping of the digital image is the responsibility of the client before the work is handed over.
4. The time for collection and approximate costs of finished work will be agreed before job is started. All jobs will take a minimum of 3 days from handing in of work to receiving finished prints.
5. Payments will be made through the payment card system or through the Stores before the work is handed over.
6. On agreement all faulty prints due to the malfunction of equipment will be re-run at no extra cost.
7. Every effort will be made to colour match the work, but please note that printed colours appear different to those on a screen.
8. The responsibility for care of the print outputs will lie with the client once the finished work has been handed over.
9. The work will be handed over untrimmed. The cropping of the finished artwork is the responsibility of the client.
10. Under no circumstance will work be handed over without payment.