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POSTERS

*Please Contact us
for an estimate!*



BOCES Print Shop
(315) 393-3555

Rebekah Grim
*Manager of Communication
and Print Services*
315-386-4504
x15108

Kristy McDougall
*Typesetting
Computer Operator*
kmcDougall@sllboCES.org
x40302

Matt Dailey
Account Clerk
mdailey@sllboCES.org
x40303

Danielle Hayes
Printing Aide
danielle.hayes@sllboCES.org
x40300



Ogdensburg
Willie Moore
(315) 393-0900
ext. 1929



Potsdam
Mary Bonno
(315) 265-2000
ext. 400



Massena
Maureen Donnelly
(315) 764-3710
ext. 3103



Norwood-Norfolk
Karen Hewlett
(315) 353-6631
ext. 3537



Ogdensburg Free Academy
1100 State Street, Room 106B
Ogdensburg, NY 13669
Ph: (315) 393-3555
Fax: (315) 393-2014

Hours:
Monday thru Friday:
7:30 a.m. - 3:30 p.m.

July and August:
Monday thru Friday:
7:30 a.m. - 2:30 p.m.

More information... printshop@sllboCES.org

The St. Lawrence-Lewis BOCES Printshop provides a full printing service to the component school districts. There are also four satellite copy centers located at Ogdensburg City School, Massena, Potsdam and Norwood Central School Districts. The Print Shop can save districts time and money on the design, printing and assembly of a job. The use of the BOCES Print Shop is aidable on the service provided.

The printshop is capable of a various number of print services. We have high speed duplicating equipment, networked color copying system and outsourced press capability for your copying and printing needs.

Our staff will do our best to work with you at creating the best product. If there is a service that we are unable to perform we will outsource your job to a company that will meet your print needs.

SERVICE

Design

We have a Graphic Designer on staff who can design and layout for any type of print job. printshop@sllboces.org

Our Xerox Versant 80 Press and Ricoh Pro C900s print full color and black & white documents and images up to 12x18. We also have the capability to print high quality wide format prints on our Epson Stylus Pro 7800.

Printing & Copying

Finishing & Bindery

We have a variety of finishing and bindery services to complete your job.

Examples: collating, stapling, comb binding, folding, cutting, drilling, padding, numbering, perforating, and laminating.

Paper

The Print Shop has a variety of paper and colors to choose from. Standard sizes include 8.5 x 11, 8.5 x 14 and 11 x 17 or we can cut to any size you prefer.

- Standard white
- Pastel and Brite Hue colors
- Cover and Card Stock
- Photo quality
- Stationery and resume
- Parchment
- NCR (Carbon copy) form
- Labels
- Envelopes (various sizes)

We have photo quality and 60lb. white paper for our Epson Wide Format printer. It will print up to 24" wide.

Please see our complete list of paper and paper types on our print request form located on our website <http://www.sllboces.org/Page/2155>