

# COPY CENTER

Sykes Student Union Copy Center Services

Updated 2016

## What services do we offer?

Low cost services available to groups and individuals.

- ◇ Basic Copying
- ◇ Color Copying
- ◇ Large Posters (up to 42 inches wide)
- ◇ Various Paper Sizes (8½ x 11, 8½ x 14, 11 x 17, 13 x 19)
- ◇ Various Paper Colors and Qualities (standard, cardstock, glossy, matte)
- ◇ 3.0 mm Lamination
- ◇ Binding (up to 125 sheets)
- ◇ Faxing
- ◇ Scanning

### Student Organizations:

Charge to your SSI account! Fill out a charge sheet at the beginning of every fall semester with the names of your members who can print at the Copy Center.



The Copy Center is located on the second floor of Sykes

## Hours

Monday—Thursday 9-7

Friday 9-5

Hours of operation also may vary

## Contact Us

610-436-3336