



SAN FRANCISCO STATE UNIVERSITY

Geary Boulevard

Two simple steps to order:

1. Order through OfficeMax Upload Site

A - Go to www.cmx1212.com

B - Username: SFSU
Password: 830impress830
Database: San Francisco State University

C - Upload file (you do not need to change any of the settings once you have browsed for your file)

2. Send notification email to sfsu.officemax@gmail.com

In your email you must include the following:

- Your name
File name as you uploaded it
Immediate contact information
Dimensions of poster
Quantity
Paper stock: matte, glossy, vinyl and canvas options available
Delivery to Biology Stockroom or pick-up at Geary Blvd. location

Both steps 1 and 2 are necessary to process and produce your order correctly

Free Delivery

OfficeMax Impress Contacts

Strategic Account Manager
Diane K. Abraham
925.949.3304
dianeabraham@officemax.com

Primary OfficeMax Locations
Geary Hub
3700 Geary Boulevard
San Francisco, CA 94118
Phone: 415.831.0478
SFSU.officemax@gmail.com

This communication includes instructions on how to place orders, your local OfficeMax Impress contacts and pricing.

Poster prices by paper stock:

Matte
48"x36" - \$72.00
56"x42" - \$97.98

Glossy
48"x36" - \$90.00
56"x42" - \$122.48

Vinyl
48"x36" - \$85.53
56"x42" - \$116.43

Canvas
48"x36" - \$126.00
56"x42" - \$171.47

Products and Services

- Digital Black & White & Color Printing
Posters & Banners
Large Format Signs
Laminating & Mounting
Binding & Finishing Services
Print On-Demand
Free Pick-up & Delivery
Overnight Shipping
Quick Turn-Around Times
CD/DVD Duplication
Custom Stamps
Desktop Publishing
and more...

Pricing

Black & White Copies
Average Cost Savings 22%

All Other Services
25%-30% Off \*

Payment options:

Pay with cash or check upon pick-up at Geary Blvd. OfficeMax

Pay by credit card through email include:

- full credit card number
expiration date
CID number for Mastercard and Visa
Account code for American Express

Student Communications and Training

- Student notebooks or workbooks, print and insert full covers, tabs
Handouts of presentation materials
Instructors or leaders guides, supporting reference materials
Readers, syllabuses
Supplemental reference materials (i.e. product information and documentation)
CD/DVD, printed inserts, jewel cases and labels
Instructor supplies, name badges and tent cards
Kitting for the student and instructor kits (i.e. product reference materials, brochures, badges and course evaluations)

Color Copies
Average Cost Savings 50%

Oversize
Call for Quote

\* Does not include labor or outsourced work