



# Business Centre Price List

## Services Hours:

**North Building (Level 300)**

Mon – Fri: 8:00am – 5:00pm

T: (416) 585-8387

**South Building (Level 800)**

Mon – Fri: 8:30am – 4:30pm

Items	(\$)
2-Way Telephone Duplex Jack*	8.00
Adjustable Wrench*	15.00
Bubble Wrap (various sizes)*	1.00-10.00
Batteries (AA – per battery)	2.00
Batteries (AAA – per battery)	2.00
Batteries 9V*	2.00
Business Cards (perforated sheets, per sheet)*	2.00
Calculator	10.00
Caution tape*	8.00
Clip Boards *	5.00
DVD-R Recordable Disc *	8.00
<b>Envelopes</b> (per envelope)	
Large	2.00
Small	0.50
File Folder	2.00
Fire Extinguisher (rental)*	30.00
<b>Fold Back Clips*</b>	
Large 1" – 25mm	7.00
Medium 1¼" – 32mm	5.00
Small ¼" – 6mm	3.00
<b>Frame</b> (plastic)*	
Large	20.00
Small	10.00
Glass Bowl*	10.00
Glass Square Bowl (small)*	5.00
Glue Stick	3.00
Hammer*	15.00
Hard Hat*	25.00
HDMI Cable*	50.00 - 60.00
Highlighter (yellow, pink, orange, green)	3.00
Index Cards*	5.00
International Travel Adapter*	80.00
Mailing Labels (per sheet)*	2.00
Metal Utility Cutter*	10.00
Name Badge Holders*	3.00
Name Badge Inserts*	2.00
Needle Nose Pliers*	15.00
Notepad*	7.00
Packing Tape	8.00
Paper (one package)	10.00
Paper Clips (any size)	5.00
Pen (per pen)	2.00
Plastic Paper Protectors (10 per pack)*	5.00
Plastic Paper Protectors (per sheet)*	2.00
Post-it Flags*	6.00
Pry Bar*	15.00

Items	(\$)
Push Pins (one box)	5.00
Receipt Book*	5.00
Report Cover*	2.00
Rubber Bands	5.00
Ruler*	2.00
Safety Glasses*	12.00
Scissors	6.00
Scotch Tape	5.00
Screwdriver*	15.00
Screwdriver Set*	10.00
Sharpie Marker	3.00
Stapler	15.00
Staples (one box)	8.00
Staples (one row)	1.00
Stapler Remover*	2.00
Sticky Notes	3.00
Tablecloth*	10.00
Toe Caps (CSA approved)*	50.00
<b>Tent Cards*</b>	
Large (per sheet)	2.00
Small (per sheet)	2.00
Trans-select Rolls*	3.00
USB Adaptor – Wireless N600*	75.00
USB Flash Drive - 2GB*	10.00
USB iPod Extensions*	8.00
Utility Scissors*	10.00
White-Out*	5.00

Fax Service	(\$)
Local	3.00 first page / 1.00 each additional page
Long Distance (Canada & United States)	5.00 first page / 1.50 each additional page
International (Overseas)	8.00 first page / 1.50 each additional page
Incoming Fax	3.00 first page / 1.00 each additional page

Photocopies / Printing	
Black & White – Single-sided	0.30 each
Black & White – Double-sided	0.35 each
Colour – Single-sided	1.00 each
Colour – Double-sided	1.50 each
<b>Document Scanning*</b>	5.00
Small Parcel Service (outbound)	
Letter Handling Fee	15.00
Boxes / Cylinders Handling Fee	40.00

(\* ) Item or Service that is available ONLY at North Building location