



PRINTER & COPIER TONER USAGE POLICY

Our printer rental prices cover the cost of equipment rental but not the cost of consumables. We provide a reasonable number of free copies with each rental but must charge a fair price for extra printing to recover our cost of consumables. This is NOT a profit area for us as we price extra prints just enough to cover the cost of the toner cartridge(s) and other printer consumables.

ALL laser printer rentals come with 400 free prints.
Additional printed pages are charged as follows:

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| <u>Black & White Letter Size laser printer</u> cents per page | \$.04 |
| <u>Black & White Tabloid laser printer</u> cents per page | \$.06 |
| <u>Color Letter Size laser printer</u> cents per page | \$.08 |
| <u>Color Tabloid laser printer</u> cents per page | \$.12 |

Duplexing (printing on both sides of paper) printers will count as TWO pages if there is print on BOTH sides of the paper. We will provide new unopened toner cartridges with most printer rentals. Your rental contract will state the starting page count for your printer rental(s). Toner cartridges MUST be returned with the printer(s) at the end of the rental period or the full cost of the new unopened cartridge(s) will be added to the rental. Used empty cartridges MUST also be returned or a slight charge will apply.



Fax Machine & Desktop Copier Toner Policy –

Plain paper fax machines and desktop copiers come with an at-least half filled used toner cartridge. We will provide a new unopened toner cartridge as well with each device. The Customer will be charged for opening and using any new toner cartridges. All toner cartridges MUST be returned with the device(s) at the end of the rental period or the full cost of the new unopened cartridge(s) will be added to the rental. Used empty cartridges MUST also be returned or a slight charge will apply.



Full Size Office Copier Toner Policy –

Full size black and white Industrial copiers (60 CPS) come standard with 5,000 pages included in the rental rate. After 5,000 copies, the customer is responsible for paying \$.05 per page copied. Full size color Industrial copiers come standard with 1,000 pages included in the rental rate. After 1,000 copies, the customer is responsible for paying \$.07 per page black and white and \$.25 per page color.