

Standard Layout Options for MCPS Business Cards

EDITORIAL, GRAPHICS & PUBLISHING SERVICES

STYLE 1: 1- or 2-color, single-sided

Maryland's Largest School District
MONTGOMERY COUNTY PUBLIC SCHOOLS
Expanding Opportunity and Unleashing Potential

School or Department Logo **Jayne B. Doe**
 Title
 Title

Name of School or Department Phone: 000-000-0000
 850 Hungerford Drive, Room 20 Cell: 000-000-0000
 Rockville, Maryland 20850 Fax: 000-000-0000

Jayne_B_Doe@mcpsmd.org
 www.montgomeryschoolsmd.org

STYLE 4: 1- or 2-color, single-sided

**MONTGOMERY
COUNTY
PUBLIC
SCHOOLS**
 Maryland

Name of School or Office
 850 Hungerford Drive
 Rockville, Maryland 20850

Jayne B. Doe Phone: 000.000.0000
 Title Cell: 000.000.0000
 Title Fax: 000.000.0000

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 montgomeryschoolsmd.org

CUSTOMER SERVICE DESK

240-740-6529
egps@mcpsmd.org

Colors shown are examples only.
 All colors are available.

STYLE 2: 1- or 2-color, single-sided

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Jayne B. Doe
 Title
 Title

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 850 Hungerford Drive, Room 20
 Rockville, Maryland 20850
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 Fax: 000-000-0000
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STYLE 5: 1- or 2-color, single-sided

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 Title

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Email Jayne_B_Doe@mcpsmd.org
 www.montgomeryschoolsmd.org

STYLE 7: 1- or 2-color, single-sided

**MONTGOMERY
COUNTY
PUBLIC
SCHOOLS**
 Maryland

Jayne B. Doe
Instructional Specialist



Name of School or Department
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 Rockville, Maryland 20850

PHONE
 000-000-0000

CELL
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FAX
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 montgomeryschoolsmd.org

STYLE 3: 1- or 2-color, single-sided

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Jayne B. Doe
 Title

Name of School or Department Phone: 000-000-0000
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 Rockville, Maryland 20850 Fax: 000-000-0000

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 montgomeryschoolsmd.org

STYLE 6: 1- or 2-color, single-sided

**MONTGOMERY
COUNTY
PUBLIC
SCHOOLS**
 Maryland

Jayne B. Doe
 Title

Name of School or Office
 850 Hungerford Drive
 Rockville, Maryland 20850

000-000-0000
 000-000-0000 CELL
 000-000-0000 FAX

School or Department Logo

Jayne_B_Doe@mcpsmd.org
 montgomeryschoolsmd.org

Department of Materials Management
 Montgomery County Public Schools
 Rockville, Maryland

Pricing for MCPS Business Cards

EDITORIAL, GRAPHICS & PUBLISHING SERVICES

MCPS Editorial, Graphics & Publishing Services (EGPS) provides business card layout and printing services to our colleagues throughout the school system. This flyer presents the seven layout styles we offer, including both one- and two-color options. EGPS packages the cards in individual boxes and delivers the cards through the MCPS Pony mail system. Turnaround time is normally 8 days.

Our prices include typesetting, proofreading, printing, and delivery. The cards come in a standard set of 500. (Sets of 250 also are available at \$3 less per set or name.)

Ink	1 set or name	4 sets or names	12 or more sets or names
1-color	\$17	\$15 per set	\$13 per set
2-color	\$25	\$20 per set	\$15 per set

EGPS is your source for graphics and printing. We are a dependable custom printer, and our costs are very competitive. Visit the EGPS website and browse our samples. Don't see what you want? Call the customer service desk or email us.

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