

What does the printshop do?

The print shop offers a variety of products such as window/ non-window envelopes, posters with various sizing, color copies, black and white copies, spiral bound books, laminating, tri-folds, envelope stuffing, Stickers, labels, 2-part NCR, 3-part NCR, 4-part NCR, pads and glue bound books. Please inquire at Graphics@solano.edu or call (707) 864-7242.

Where can I pick up the printed material?

The pick-up room is located in the hallway of the 300 building, room 327B.

How long is the turnaround time?

The print shop turnaround time is 1-2 business days, though work is typically completed sooner.

Who can submit work for printing?

Anyone! All individuals are welcome to submit work to the print shop email.

How do I submit a print request?

In order to submit a print request, please fill out the Graphics Duplication Request form. Once you have completed the form, send it email it to Graphics@solano.edu along with the document that you would like printed.

What are the poster sizes?

Posters can be up to 42 inches wide and as long as 10 feet long. We offer 20lb, cardstock, photo or vinyl paper.

What kinds of paper do you offer?

Our paper comes in a variety of sizes such as 8.5"x11", 11"x17" and 12"x18". We offer 20lb (copy paper) as well as a variety of pastel colors such as Canary, Salmon, Orchid, Grey, Buff, Green, Blue, Pink, and Gold. If you are looking for brighter color paper, we offer Astrobright colors in 20lb as well as cardstock. These colors include Pulsar Pink, Cosmic Orange, Gamma Green, Terra Green, Orbit Orange, Planetary Purple, Lunar Blue, Solar Yellow, Rocket Red, Terrestrial Teal, Re-entry Red, and Martian Green. Other paper options include linen and parchment paper. Inquire with staff.