

# WHICH PAPER SHOULD I USE?



INTERNAL ←

ARE YOU USING THE DOCUMENT INSIDE OR OUTSIDE OF YOUR COMPANY?

→ EXTERNAL

DRAFTS MEMOS AGENDAS CUSTOMER LETTERS NOTICES PRESENTATIONS FULL-COLOR FLYERS BROCHURES

## COPY

Choose this **RELIABLE WORKHORSE** for consistent performance to get the job done – all day, every day

### RECYCLED

**GO GREEN** and get the job done – day after day

## MULTIPURPOSE

When internal or external documents need to **WOW WITH CLEAN, CRISP PRINT**

## COLOR

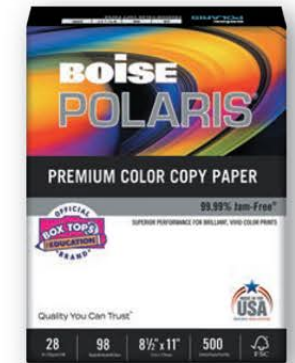
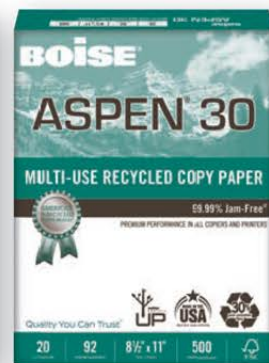
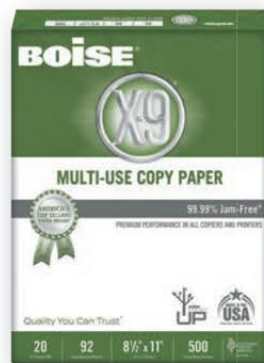
Vibrant colors for internal or external messages that need to **BE SEEN**

## LASER/INKJET

Premium, thick papers ideal for two-sided printing – **YOUR BEST IDEAS** shine through (and nothing else)

## COLOR COPY

Impress your **HIGH-PROFILE AUDIENCE** with super smooth, thick paper that holds up to full-color printing



**It costs 15¢ more per page to use color ink and only 1¢ extra to use premium paper.**

**Don't waste your color ink. Make sure you're printing color on a paper optimized for the job.**