

# TIGER COPY & GRAPHICS

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## Electronic File Submission

Email: [myorderdesk.com/home.asp?Provider](mailto:myorderdesk.com/home.asp?Provider) or submit orders via your personal email to: [tigercopygraphics@memphis.edu](mailto:tigercopygraphics@memphis.edu).

## Digital Archive System

Large computer service safely stores all your documents. Our Xerox Digipath allows document scanning capabilities.

## Typesetting/Design

Let us create brochures and programs or print your presentations and posters. Yes, we are Microsoft compatible.

## Digital Printing

We offer both B & W and color printing on high quality digital presses. We also print all business cards, letterhead and envelopes for the university.

## Full Service Color/B & W Copying

Photos/Transparencies/Mylar and plain Tabs/Dissertations/Classwork. If your file is already archived, we are able to turn orders around in a timely fashion.

## Self Serve Copying

We take cash as well as departmental charges. We have two coin operated machines for self service and have three password protected copy machines.

## Offset Printing

We are a full service offset printing broker. Bring us your files, concepts, ideas, and we will facilitate the typesetting, design and printing of your project.

## Bindery/Finishing

Coil binding/spiral binding/ wire binding/ thermal tape binding/ perfect binding and hardback book binding. We also offer lamination and 3-hole punch. We provide stapling, collating and booklet making.

## Wide Format Color Printing

Let us create your vinyl banners or print and mount your posters.

## Fax Service

Send faxes locally or long distance as well as receive them.

## Specialty Items

Rubber stamps, personalized pens, stress balls, clothing - any type of promotional items.

**Call or email  
for quotes!!**

**Bulk printing  
discounts!**

*Ask about our new publishing capabilities. Let us print your book today.*