

How to

produce local campaign material – using UNISON’s online print service

With the whole union campaigning against public service cuts and privatisation, UNISON has developed an online tool to enable branches and regions to maximise their ability to campaign effectively and professionally at a local level.

UNISON’s online print service is a one-stop shop for printed campaign materials – offering professionally designed, UNISON-branded templates that are easy to customise with local information.

Easy to use

The website is easy to use – simply select a template, add your local information, create your branch logo, then check and approve your artwork (there’s plenty of help via guides and films in the unlikely event that you get stuck). Just a simple click of a button and your order is sent direct to UNISON’s in-house printers. Two weeks later the printed version is delivered direct to you at the branch and the cost is deducted from your branch funds.

What’s on offer

You will find templates for leaflets and posters on various issues including the future of the NHS and police staff cuts, with more being added all the time. The range of Million Voices leaflets and posters outline the important role public services play in our local communities – each can be adapted to reflect your service and your community by changing the text and images. There is also a Million Voices branded UNISON membership application form, and even pull up stands if you are holding an event.

UNISON stationery – letterheads, business cards and compliments slips with your branch logo – are also part of the online print service.

Prices

Our prices are being carefully monitored to ensure we get the best value for you and the union – we do not make a profit from this work. We will honour the price we first quoted to

..... How to

you when placing your order and guarantee to pass on any savings we are able to make during production. Although our prices may seem high for some items – you will find print runs over 1,500 will give better value.

A key point to remember is that any money you spend using this service remains in UNISON – so your members' subs are kept inside the union. This also means you do not pay VAT – frequently a hidden charge on print work. And you can be sure our printers are paid union wages.

Payment is deducted directly from your branch funds by UNISON finance once your job has been printed, and both you and your branch will get a confirmation email showing the final amount charged.

Getting started

Individual branch officers can register to use the service – you must gain the approval of your branch secretary before placing your first order. You need to provide your branch number and your own membership number – and give details of your role in the branch. Go to unison.org.uk/web2print/branch.htm and click the 'New Customer' button to register and create your account. Fill in your details, provide your contact email address, select a password and you're ready to go.

It couldn't be easier – sign up and get started at unison.org.uk/web2print/branch.htm