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Coworking Printing and Scanning in Montreal: 2026 Costs

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Executive Summary

Montreal freelancers and small teams that print client packets or scan signed documents cannot read the answer off a printer icon. As of 25 November 2026, the operator pages published as of that date state almost no numeric terms. **ECTO** is the only operator found with a stated allowance, and its two language versions differ: the French page lists "50 Photocopies et impressions incluses" for the flexible desk (ecto.coop) while the English page says only "Photocopies and printing included" (ecto.coop). The period covered by the 50 is not stated. **Montreal CoWork**, **Spaces**, **Regus** and **WeWork** advertise printing, or "printing, scanning, and copying facilities", without a page quota, per-page rate, colour rule or duplex rule (montrealcowork.com) (www.spacesworks.com) (www.wework.com).

Published per-page prices exist mainly outside coworking. Montreal public libraries charge **$0.10 per black-and-white page** and **$0.50 per colour page** on letter and legal sizes and offer free scanning (montreal.ca). Staples Canada's online document-printing table starts at **$0.23** per letter-size black-and-white page and **$0.63** in colour for 1 to 499 pages (shop.staplescopyandprint.ca). The Bibliothèque et Archives nationales du Québec (BAnQ) charges **$0.20** per single-sided black-and-white copy and **$1.50** in colour, with separate double-sided prices (www.banq.qc.ca).

The colour premium differs sharply by source: 5.0 times at the library, about 2.7 times at Staples and 7.5 times at BAnQ (computed from the figures above). A hypothetical month of 120 black-and-white and 20 colour single-sided pages costs $22.00 at library rates, $40.20 at Staples online rates before tax and $54.00 at BAnQ copier rates. A privately owned mono laser printer adds roughly 3.9 cents of toner per page on a 3,000-page cartridge priced at $117.99, before hardware and paper (www.brother.ca).

For confidential files, Quebec law asks private businesses to apply security measures that are reasonable given the sensitivity of the information (www.legisquebec.gouv.qc.ca) and to destroy personal information once its purposes are achieved (www.legisquebec.gouv.qc.ca). The Commission d'accès à l'information (CAI) lists photocopiers, scanners and printers with hard drives among the machines that need a destruction plan (www.cai.gouv.qc.ca). No operator page reviewed describes print release, job retention or confidential disposal, so those items stay unconfirmed until an operator answers in writing.

The practical conclusion is a worksheet, not a ranking. Count pages and sheets separately, ask for colour, duplex, size and overage terms in writing, test a harmless dummy document, and separate the cost of a membership you already pay from an upgrade bought only for printing. Terms are as published on 25 November 2026 and will change.

Introduction and Background

This report is written for Montreal freelancers, consultants and teams of two to twelve people who are choosing among a day pass, a desk membership and a small private office, and who regularly print client packets, scan signed documents or produce training handouts. The decision it supports is narrow: which workspace product covers the real document workload at an acceptable incremental cost, and when a separate copy service or an approved private device is the better choice.

The audience is sizeable. The City of Montréal reports, citing the Institut de la statistique du Québec, that self-employed workers in the Montréal agglomeration rose from 136,800 in 2024 to 152,900 in 2025 (ville.montreal.qc.ca), and that their share of employed Montrealers reached 13.3% in 2025 (ville.montreal.qc.ca). Amenity research is thinner. A Clutch survey of 501 coworking users found that 94% of coworking spaces include perks beyond the desk (clutch.co), but the survey sample was 501 people (clutch.co) and its published perk list did not itemize printing. No public data on how many Montreal operators include printing, or on what terms, could be located.

An "amenities list" does not answer the questions that decide cost. The worksheet in this report records eight variables for every product: colour versus monochrome pricing, page versus sheet counting, duplex charging, quotas, overage rates, permitted paper sizes, scan destination, and access hours plus setup method. No venue was physically audited, no sensitive print job was tested, and no printer reliability benchmark is assumed. Anything not published on a reviewed page is labelled unconfirmed.

2727 Coworking, the publisher of this report, is a Montreal provider of desks, private offices, meeting rooms, virtual offices and business addresses. Because it sells in the category being compared, it appears as a row in the main table. Its document-service terms were not audited here, and the report makes no claim about its printing, scanning, secure release or destruction services. Readers should request those terms in writing, as they should from every operator.

This report is not legal advice. Where it describes Quebec privacy duties, it relies on the statute text and regulator guidance, and readers with client contracts or regulated records should consult a lawyer or their privacy officer.

Document Workload and Counting Conventions

Pages, sheets, sides and clicks

The same job can be priced in four different units, and the unit changes the bill. PaperCut, a widely used print-management product that coworking software connects to, counts each printed side as one page (www.papercut.com). Its duplex discount applies only to pages printed on both sides of a sheet, and the odd

last page of a job does not get the discount (www.papercut.com). Xerox's support documentation uses a similar "impression" convention, in which a sheet printed on two sides counts as two impressions (support.xerox.com).

Posted prices follow no common rule. BAnQ lists a single-sided black-and-white copy at $0.20 and a double-sided one at $0.30 (www.banq.qc.ca), so a double-sided sheet works out to $0.15 per side. The City library table prices "par page" (per page) and, on the page reviewed, says nothing about double-sided jobs (montreal.ca). A reader who prints a 40-page document double-sided uses 20 sheets, but may be charged for 40 pages. The worksheet therefore asks the operator two separate questions: what is counted, and what is billed.

Colour, size and billing mode

Colour is priced separately everywhere a price is published. Larger formats are also priced separately: the City library lists 11 x 17 black-and-white pages at $0.20 (montreal.ca), double its letter-size rate. PaperCut reports one paper size per job, and from version 15 it charges the largest page size printed in the job (www.papercut.com). On some devices an 11 x 17 page registers as two clicks on the machine's own meter, while PaperCut still counts one large page (www.papercut.com). A client packet that includes a single tabloid exhibit can therefore be priced differently from the same pages on letter paper.

North American offices mostly print on letter (216 x 279 mm) (www.canada.ca) and legal (216 x 356 mm) (www.canada.ca) paper, while the international A series, such as A4 at 297 x 210 mm, is the common size elsewhere (learn.microsoft.com). Client documents sent from outside Canada may be formatted for A4 and scale to letter unless the job specifies otherwise, which is worth testing before a deadline.

Taxes

Revenu Québec states that goods and services tax (GST) of 5% and Quebec sales tax (QST) of 9.975% apply to the price of a taxable supply unless it is exempt or zero-rated (www.revenuquebec.ca). QST is calculated on the selling price excluding GST (www.revenuquebec.ca), and the combined single-step rate is 14.975% (www.revenuquebec.ca). Operators handle this differently: ECTO states that all its prices are before taxes (ecto.coop) and Montreal CoWork shows "+ taxes" beside its rates (montrealcowork.com). The Regus and Spaces pages reviewed do not label currency or tax treatment. Page-level tax treatment for the library and BAnQ price tables was not stated on the pages reviewed, so the worksheet below adds tax only as a labelled option.

Montreal Workspace Products: What Operators Publish

What the operator pages state

Table 1 below summarizes the document-service terms published by Montreal operators, product by product, as published on 25 November 2026. A blank or "not published" entry means the public page did not state the item. It is not evidence that the item is absent, since terms may sit in house rules, contracts or on other pages.

Operator and product	Printing, scanning and copying as published	Allowance, overage, colour and duplex	Setup, hours and price context	Unconfirmed
ECTO hot desk (French page)	"50 Photocopies et impressions incluses" (ecto.coop)	50 included, period not stated. Overage rate, colour and duplex rules not published.	**$200/month** before tax on a 6-month commitment (ecto.coop)	Whether 50 is per day, week or month; scanning; release method
ECTO dedicated desk	"Photocopies et impressions illimitées" (ecto.coop). The pricing page names a printer in the bundle (ecto.coop)	Described as unlimited on the French page. Fair-use terms not published.	**$400/month** before tax	Fair-use limit, colour and duplex rules, scanning
ECTO day pass (English page)	"Photocopies and printing included" (ecto.coop)	No cap stated for the day pass	1 day **$30**, 10 passes **$250**, passes valid 6 months (ecto.coop)	Cap, hours of printer access, colour and duplex
Montreal CoWork	"Impression incluse" (montrealcowork.com)	No quota, rate or colour rule published	Open desk from **$275/month** per desk plus tax (montrealcowork.com); day pass from **$30** plus tax (montrealcowork.com)	Quota, scanning, release method, day-pass eligibility for printing
Spaces (Montreal centres)	"Printing, scanning, and copying facilities" (www.spacesworks.com)	Not published	Day coworking "from" **$49 per person per day**, currency and tax not labelled (www.spacesworks.com)	Whether printing is charged, per-page rate, day-pass eligibility
Regus (Montreal centres)	"Printing, scanning and copying facilities" (www.regus.com)	Not published	Dedicated desk and access-plan prices assume 24-month contracts (www.regus.com)	Currency, tax, per-page rate, allowance
WeWork (Montreal)	Membership lists "printing services" (www.wework.com); each floor has a business-class printer and paper shredder (www.wework.com)	Not published	Day pass from **C$54** (www.wework.com); other pricing by inquiry (www.wework.com)	Print credits, rate, scanning, copying
Crew Collective & Cafe	Full Service Plan lists mailing, printing, scanning and photocopying (crewcollectivecafe.com)	Not published	Prices subject to change without notice (crewcollectivecafe.com)	Whether desk-only tiers include printing; allowance; rate
2727 Coworking (publisher)	Not audited in this report	No allowance, rate, scan destination or release method is asserted	Request current terms in writing	All items

Three observations follow. First, the word "included" is not a quota. ECTO's French page is the only reviewed operator page with a number, and its English counterpart omits that number, so two pages from the same operator give different levels of detail. Second, scanning is mentioned by Spaces, Regus and Crew Collective

but not described anywhere in terms of destination, format or access (scan to email, USB, cloud folder). Third, price context is inconsistent: some pages label currency and tax, others do not, and none carries an as-of date, so each figure is a snapshot as of 25 November 2026, not a date the operator confirms.

Reading the ECTO discrepancy

The ECTO difference illustrates the verification problem. If the French page is current, a hot-desk member who prints 140 pages in a month would exceed a 50-page allowance if that allowance is monthly, but not if it is per day. If the English page is current, no cap applies. The correct response is to ask which text governs and to request the answer by email. The dedicated desk's "illimitées" (unlimited) wording invites a follow-up on fair use.

How coworking software defines allowances

Allowance terms are not standardized, but the management software operators use shows what is configurable. Nexudus supports a mix in which printing comes out of credit first and, once it runs out, customers are invoiced (learn.nexudus.com), as well as a credits-only mode in which customers can only print while they have printing credit (learn.nexudus.com). OfficeRnD supports a monthly printing allowance as part of a billing plan (help-flex.officernd.com), and when its "print and pay" option is enabled, a negative PaperCut balance becomes a fee in OfficeRnD (help.officernd.com). Cobot passes through PaperCut, where prices per page are set (helpcenter.cobot.me) and quotas can run on daily, weekly or monthly periods (helpcenter.cobot.me).

These documents describe software capabilities, not any Montreal operator's configuration. They matter because they show the vocabulary to use when asking: is the allowance a quota that stops printing, a credit that converts to an invoice, or a plan inclusion? Optix, another coworking platform, publishes an illustrative hybrid model of "Included up to 50 pages per month, then $0.30 per page" (www.optixapp.com) alongside example rates of $0.30 per black-and-white page and $0.50 per colour page (www.optixapp.com). These are the vendor's own examples, not Montreal prices and not measured market rates.

Offsite Copy Services and Alternatives

Published per-page rates

Table 2 below collects the per-page prices that public bodies and a national retailer publish, because they are the only dated, checkable unit rates found for Montreal. They serve as a benchmark and as a fallback, not as a recommendation for confidential work.

Service	Black and white	Colour	Scanning	Conditions stated on the page
Montreal public libraries (letter, legal)	**$0.10 per page** (montreal.ca)	**$0.50 per page** (montreal.ca)	Free (montreal.ca)	11 x 17 is $0.20 black and white (montreal.ca). Public computers: 3 hours a day, 12 a week (montreal.ca). No technical support (montreal.ca).

Service	Black and white	Colour	Scanning	Conditions stated on the page
BAnQ self-serve copiers (letter, legal)	**$0.20** single-sided, **$0.30** double-sided (www.banq.qc.ca)	**$1.50** single-sided, **$2.25** double-sided (www.banq.qc.ca)	Scanning to USB is charged then refunded automatically (www.banq.qc.ca)	Copier payment in cash (www.banq.qc.ca). Computer printing is $0.20 per page from a virtual wallet (www.banq.qc.ca).
Staples Canada online document printing (letter, 1 to 499 pages)	From **$0.23** (shop.staplescopyandprint.ca)	From **$0.63** (shop.staplescopyandprint.ca)	Not published on the page reviewed	Same-day and 1-hour service cost extra (shop.staplescopyandprint.ca). Page versus sheet, tax and walk-in self-serve rates not stated.
The UPS Store Canada	Not published nationally	Not published nationally	Not published nationally	Stores are individually owned and services may vary (www.theupsstore.ca).

Table 2 shows that published rates differ by a factor of more than two for the same black-and-white letter page ($0.10 at the library, $0.20 at BAnQ, $0.23 at Staples). They also come from different service models: a library public computer, a self-serve copier and an online print order. The colour premium (colour price divided by black-and-white price) is 5.0 at the library, 7.5 at BAnQ for single-sided copies and about 2.7 at Staples ($0.63 divided by $0.23). Staples' table also drops sharply with volume, but the tiers above 499 pages are beyond the workloads this report targets.

Where an offsite service fits

A library or national retailer is plausible when the job is occasional, non-confidential and fits the service's rules. The City cautions that financial transactions on a public computer are not advised (montreal.ca), which is a signal against logging into client portals there. BAnQ's copier is paid in cash (www.banq.qc.ca), a poor fit for an expense trail. A retailer's online order removes the public-computer concern but still moves client files to a third party, which the privacy section below treats as a handling decision.

Scanning and mail scanning

Scanning has three distinct routes: scanning a paper document yourself, scanning at a service counter, and having mail scanned by a virtual-office or mailbox provider.

For self-scanning, a phone can serve as a scanner. Apple's guide says a document scanned in Notes is saved as a PDF in the note (support.apple.com), Google Drive saves scans as searchable PDFs on the user's Drive (support.google.com), and Adobe states that its scans are stored in its Document Cloud storage (www.adobe.com). The destination is a cloud account in each case, so a team handling client documents should decide beforehand which account is permitted. Under Quebec's technology-framework statute, information can be transferred to another medium based on a different technology (www.legisquebec.gouv.qc.ca), and a source document can be replaced only if the transfer is documented so that it may be shown (www.legisquebec.gouv.qc.ca). A signed paper original should not be discarded on the strength of a quick phone scan without that documentation.

For mail, virtual-office providers describe scanning in general terms. The Regus Montreal virtual-office page lists mail scanning among its services (www.regus.com), while the Spaces page says mail forwarding and scanning may incur additional charges (www.spacesworks.com). Davinci Virtual notes that features may vary by virtual-office location in Montreal (www.davincivirtual.com). Among mailbox specialists, iPostal1 prices a content scan at $2.25 for up to 10 pages and then $0.25 per page (ipostal1.com), reprices to Canadian dollars when a Canadian location is chosen (ipostal1.com), and includes free photos of the outside of items (ipostal1.com). Alliance Virtual Offices warns that per-scan or per-open fees may apply on lower plans (www.alliancevirtualoffices.com), and Anytime Mailbox applies an additional per-page charge beyond a free-page limit (help.anytimemailbox.com) with fees that depend on the chosen location (help.anytimemailbox.com). A 14-page letter at the iPostal1 rates would cost $2.25 plus 4 pages at $0.25, or $3.25, before tax; the page does not label the currency of the table, so treat that figure as an arithmetic illustration, not a Canadian quote.

The Page-Count and Setup Cost Worksheet

The formula

The worksheet separates what a reader already pays from what changes. For any product, the incremental monthly document cost is:

- **Overage cost:** monochrome overage pages multiplied by the quoted monochrome rate, plus colour overage pages multiplied by the quoted colour rate.
- **Service fees:** scan fees, finishing fees and any minimum charge.
- **Travel expense:** the actual fare or parking paid to reach an offsite service.
- **Time cost:** user-entered setup and travel minutes divided by 60, multiplied by a user-entered value of time.
- **Tax:** optionally, the combined 14.975% where the quoted price is before tax.

Overage pages are pages above the included allowance, counted in the operator's own unit. If the operator does not publish an allowance period, the monthly cost cannot be computed and the cell stays blank until the operator answers.

For a marginal upgrade, compare the incremental membership charge with the avoided document costs over the same horizon. A reader whose membership is already paid should not count its price against printing. A reader considering a more expensive tier solely to obtain printing should count only the difference. ECTO's published difference between its hot desk ($200) and dedicated desk ($400) is $200 per month before tax (ecto.coop). Divided by the library's $0.10 black-and-white rate, that is 2,000 pages a month; divided by Staples' $0.23, about 870 pages. Below those volumes, an upgrade made purely for printing costs more than offsite printing at those rates, although a dedicated desk bundles other items, including meeting-room hours (ecto.coop), so the comparison isolates only printing.

Three scenarios (Hypothetical Example)

The scenarios below are illustrative inputs, not measured freelancer usage. Each uses the same hypothetical month: 120 black-and-white and 20 colour letter-size pages, all single-sided, with no setup or travel cost. *Table 3* applies the published unit rates from Table 2.

Rate set	Black-and-white pages	Colour pages	Month total before tax	With 14.975% tax if prices are pre-tax
Library rates	120 x $0.10 = $12.00	20 x $0.50 = $10.00	**$22.00**	$25.29
Staples online, 1 to 499 pages	120 x $0.23 = $27.60	20 x $0.63 = $12.60	**$40.20**	$46.22
BAnQ single-sided copier	120 x $0.20 = $24.00	20 x $1.50 = $30.00	**$54.00**	$62.09
Private mono laser, toner only (3,000-page cartridge)	120 x $0.0393 = $4.72	Not available on a mono device	**$4.72** for 120 pages	Not applicable

The arithmetic is simple, but the interpretation is not. The library and BAnQ tables were not labelled with tax treatment, so the tax column is a bound rather than a prediction. The Staples figure excludes any order fee, and a same-day option costs more. The private-device row covers only black-and-white toner and leaves out the printer, paper, power and the 20 colour pages that a mono machine cannot produce. Duplex changes the BAnQ line: 60 double-sided mono sheets at $0.30 cost $18.00 instead of $24.00 for 120 single-sided copies, a saving of $6.00 under that price list.

The private-device option

A reader who prints a few hundred mono pages a month may compare a personal printer with offsite services. The numbers are small enough to compute. Brother Canada lists a high-yield TN830XL toner at $117.99 for up to 3,000 pages (www.brother.ca), which is 3.9 cents a page, and a standard TN830 at $71.99 for up to 1,200 pages (www.brother.ca), which is 6.0 cents a page. Canon Canada lists a 072 toner at up to 1,400 pages (shop.canon.ca) and a 072H high-yield toner has been listed by Staples.ca at up to 4,100 pages (www.staples.ca). Canon Canada lists a monochrome all-in-one at a regular price of $329.00, with a temporary sale price of $199.00 on the day of checking (shop.canon.ca); sale prices change, so the worked example below uses the regular price.

Amortizing a $329 printer over 24 months adds $13.71 a month, so 140 pages with the 3,000-page toner adds about $5.50 for toner (140 x $0.0393), for roughly $19.21 a month before paper, tax and eco fees. At the temporary $199 sale price the printer share would be $8.29 a month, or roughly $13.79 in total. Page yields are declared figures. Brother says its stated yields are approximate reference values (support.brother.com) measured by continuous printing of a standard test pattern (support.brother.com), HP says a declared yield is not intended to be a minimum (www.hp.com), and the ISO/IEC 19752 scope covers toner cartridge page yield, not total cost per page (webstore.iec.ch). Real cost per page will vary with coverage and print habits.

A private device in a shared workspace is not automatically permitted. Ask the operator about floor space, power and network access, and whether a personal device may join the network, and ask the customer's IT team before connecting a managed laptop. Also consider where the device's data lives. The CAI lists machines containing hard drives, naming photocopiers, scanners and printers, among equipment to plan for (www.cai.gouv.qc.ca), so the device's lifecycle includes secure disposal.

Compatibility Test and Confidential-Job Gates

A harmless dummy-document test

Before sending a real client file, run a test with a document that contains no personal or client information. A four-page PDF with one colour page, one legal-size page, a table that tests scaling and an odd page count exercises most of the rules above. The test should record the following:

- **Device and operating system:** the approved laptop, its operating system and whether the operator supports it. PaperCut Mobility Print, for example, works on Android and iOS only when the phone is connected to the same network as the print server (papercut.com).
- **Driver permission:** whether a driver install is needed and permitted. PaperCut's email-to-print route needs no client software or drivers (www.papercut.com) and its web-print route needs no driver installation (www.papercut.com), but email printing locks print options to the queue defaults (www.papercut.com), so duplex and colour choices cannot be set per message.
- **Formatting:** whether Mobility Print's generic drivers support only basic finishing options (www.papercut.com), which means stapling and tray selection may not be available.
- **Counting:** whether the odd page, the colour page and the legal page are billed as the operator says.
- **Scan destination:** where a scan lands (email, USB, cloud folder), in what format, and who else can see it. None of the operator pages reviewed states this.
- **Access hours:** whether the printer is available outside staffed hours, and whether day-pass users have the same access as members.

Release, retention and disposal gates

Printing client material introduces handling duties that the operator's marketing page does not answer. Quebec's private-sector privacy statute requires security measures that are necessary to protect the personal information collected (www.legisquebec.gouv.qc.ca), reasonable given its sensitivity (www.legisquebec.gouv.qc.ca). It also requires a business to destroy personal information, or anonymize it for serious and legitimate purposes, once its purposes are achieved (www.legisquebec.gouv.qc.ca). When personal information is communicated to a service provider without consent, the mandate or contract must be in writing (www.legisquebec.gouv.qc.ca), and a business must keep a register of confidentiality incidents (www.legisquebec.gouv.qc.ca). The CAI adds that a business remains accountable when it entrusts information to third parties (www.cai.gouv.qc.ca), and that register entries, including incidents without serious risk, are kept for at least five years (www.cai.gouv.qc.ca).

These sources do not mention coworking printers. They set the frame within which the questions below are relevant, and they leave the application to the reader's own risk assessment. Federal law points the same way at a general level: the federal personal-information statute's schedule requires protection regardless of the format in which information is held (laws-lois.justice.gc.ca) and care in disposal or destruction (laws-lois.justice.gc.ca).

The confidential-job gates, in order:

1. **Permission:** confirm that the client or employer allows printing at a shared device at all.
2. **Release:** ask whether jobs are held until the user is at the machine. PaperCut documents release stations where jobs print only when the user arrives at the print area (www.papercut.com), and Nexudus documents a bridge where members release jobs at the printer (learn.nexudus.com), though that agent runs only on Windows (learn.nexudus.com). Without a release step, a job prints when sent and sits in the output tray.
3. **Retention:** ask whether queued jobs and scans are stored on the device or in a vendor cloud, who can access them, and when they are purged.
4. **Collection:** plan to collect output immediately and to check the tray, the scanner glass and the feeder.
5. **Disposal:** the CAI says paper destruction covers the original and all copies (www.cai.gouv.qc.ca), recommends a shredder, preferably cross-cut (www.cai.gouv.qc.ca), and notes that a business may destroy documents itself (www.cai.gouv.qc.ca). Ask whether a shredder is on the floor; WeWork, for one, states that each floor has a paper shredder (www.wework.com).
6. **Device disks:** the CAI describes overwriting a drive, or removing and destroying it when machines are replaced (www.cai.gouv.qc.ca). That is the operator's decision, so ask whether the machines have drives and how they are handled at end of life.

The federal printer configuration page offers a technical reference for what controls exist, such as ensuring jobs are not submitted directly to the multi-function device (www.canada.ca), using TLS 1.2 or 1.3 for communications (www.canada.ca) and disabling USB ports by default (www.canada.ca). Its requirements are addressed to federal departments (www.canada.ca), so it is a vocabulary for questions, not a rule that binds a Montreal coworking operator. The CAI's January 2026 prevention guide similarly lists encryption of communications and stored information as an example measure (www.cai.gouv.qc.ca) and a means of secure destruction (www.cai.gouv.qc.ca).

Data Analysis and Evidence

What the numbers support

The evidence base is thin on operators and richer on public rate cards, so the quantitative claims below are limited to what can be computed from published figures.

- **Black-and-white spread:** the lowest published single-sided letter rate is $0.10 (City libraries) (montreal.ca), the highest is $0.23 (Staples online, 1 to 499 pages), a spread of 2.3 times. BAnQ sits between at $0.20 (www.banq.qc.ca).

- **Colour premium:** 5.0 times at the library ($0.50 / $0.10) (montreal.ca), about 2.7 times at Staples ($0.63 / $0.23), 7.5 times at BAnQ ($1.50 / $0.20) (www.banq.qc.ca). A reader whose work is colour-heavy should compare colour rates directly, because the black-and-white ranking does not carry over: Staples is the most expensive of the three in black and white, while BAnQ's colour rate is about 2.4 times Staples' colour rate.
- **Duplex effect at BAnQ:** $0.30 for a double-sided black-and-white copy versus $0.40 for two single-sided copies, a saving of 25%. In colour, $2.25 versus $3.00, also 25%.
- **Toner cost per page:** 3.9 cents (TN830XL, $117.99 for 3,000 pages) (www.brother.ca), 6.0 cents (TN830, $71.99 for 1,200 pages) (www.brother.ca), 7.1 cents (Canon 072, listed at $100.00 for 1,400 pages) (shop.canon.ca) and 5.1 cents (Canon 072H, $209.99 for 4,100 pages) (www.staples.ca). Larger-yield cartridges lower the toner cost per page by about 35% in the Brother example (3.9 versus 6.0 cents).
- **Allowance break-even for an upgrade:** at library rates a $200 monthly upgrade is justified on printing alone only above 2,000 black-and-white pages; at Staples rates, about 870.
- **Operator disclosure:** of eight product rows in Table 1, one (ECTO hot desk) gives a numeric allowance, and zero publish a per-page overage rate, colour rule, duplex rule or scan destination.

Source quality and limits

Operator terms come from each operator's own page, which is the appropriate source for its own offering. Public rate cards come from the City of Montréal, BAnQ and Staples. The library page lists its price in French; the English translation is the report's own. Several operator prices lacked currency labels or dates. Coworking-software documentation (Nexudus, OfficeRnD, Cobot, Optix) is vendor documentation and describes configurable features, not Montreal practice. The Clutch survey of 501 coworking users is a sponsor-run online survey and did not itemize printing in the perk list as published.

No data were found on how many Montreal coworking members print, how many pages they print, or how often shared devices fail. Search demand for coworking printing could not be quantified, and no figure in this report should be read as typical usage.

Implications and Future Directions

Questions to send a provider

The most useful output of this report is a written question list that turns an amenity icon into a quote. A message to an operator can ask:

- **Unit:** is the allowance counted in pages, sheets or impressions, and is a double-sided sheet one unit or two?
- **Period:** is it per day, week or month, and does it carry over or reset?
- **Colour and size:** what are the colour and 11 x 17 rules, and is legal size supported?
- **Overage:** what is the per-page rate beyond the allowance, and does printing stop or invoice when the allowance ends?
- **Eligibility:** do day-pass users and visitors have the same access as members?

- **Scanning:** is scanning free, where do scans go (email, USB, cloud folder), in what format and resolution, and are scans stored?
- **Release:** is there a PIN or badge release, and how long do unreleased jobs wait before deletion?
- **Setup:** which operating systems are supported, is a driver installed, and is an email or web upload route available?
- **Hours:** is the printer available outside staffed hours?
- **Retention and access:** do jobs or scans enter a vendor cloud, who can access them, and which purge controls apply?
- **Disposal:** is a shredder or contracted confidential disposal available, and is the contract in writing?
- **Taxes and currency:** are quoted prices before GST and QST, and in Canadian dollars?

When to leave the shared workflow

Three situations favour a separate route. When the file is confidential and the operator cannot describe release, retention and disposal, print offsite under a documented process or use a permitted private device. When volume is high enough that an upgrade pays for itself at the break-even volumes above, upgrade deliberately and keep the evidence. When the document is a signed original, scan it with a documented transfer and keep the source until the transfer record exists.

Update triggers

The table in this report should be rechecked when an operator changes membership tiers, when a library or BAnQ revises its rate card, when a retailer changes its price tiers, and when software defaults change (for example a new print-management integration). Because ECTO's French and English pages differ, a change to either should prompt a recheck of both.

Frequently Asked Questions (FAQs)

Which Montreal coworking spaces include printing?

On their public pages, ECTO, Montreal CoWork, Spaces, Regus, WeWork and Crew Collective each mention printing or printing facilities (ecto.coop) (montrealcowork.com) (www.spacesworks.com). Inclusion does not establish a quota, colour access or day-pass eligibility. Crew Collective lists printing in its Full Service Plan (crewcollectivecafe.com), and the page reviewed does not state whether desk-only tiers include it.

How much does printing cost in a coworking space?

No Montreal operator page reviewed publishes a per-page overage rate. The nearest published unit rates are $0.10 and $0.50 per page at City libraries (montreal.ca), $0.23 and $0.63 at Staples, and a vendor's illustrative example of $0.30 and $0.50 from Optix (www.optixapp.com). Treat the Optix figures as an example, not a Montreal price.

Is there a coworking printing allowance, and how many pages are included?

ECTO's French page lists 50 photocopies and prints for its flexible desk and describes the dedicated desk as unlimited, while its English page gives no number (see Table 1). Other operator pages reviewed give no figure.

What is the cost per page in Montreal, in colour and black and white?

From $0.10 black and white at libraries to $0.23 at Staples online, and from $0.50 colour to $1.50 at BAnQ copiers, depending on service type (montreal.ca) (www.banq.qc.ca). Colour costs 2.7 to 7.5 times more, by source. These are Montreal and Canadian public price lists, not an average.

Can I scan to email in a coworking space?

The operator pages reviewed list scanning facilities (www.spacesworks.com) (www.regus.com) but do not state whether scans go to email, USB or a cloud folder. Ask. Library scanning is free (montreal.ca), and phone scanning apps save to the user's own cloud account (support.google.com).

Do virtual offices in Montreal scan mail?

Regus lists mail scanning (www.regus.com), Spaces says scanning may incur additional charges (www.spacesworks.com), and mailbox specialists publish per-scan fees, for example $2.25 for up to 10 pages at iPostal1 (ipostal1.com). Fees and features vary by provider and location (www.davincivirtual.com).

Is printing a client's personal information at a coworking space allowed?

Quebec law does not ban it, and it requires security measures that are reasonable given sensitivity (www.legisquebec.gouv.qc.ca). The practical questions are the client's permission, release method, retention, collection and disposal. This is not legal advice.

Conclusion

Printing and scanning at a Montreal coworking space cannot be judged from the amenities list. On the pages reviewed on 25 November 2026, one operator gave a numeric allowance, and its French and English pages disagree on detail. No operator published a per-page overage rate, a colour or duplex rule, or a scan destination. The decisive terms are unpublished, so the buyer's task is to obtain them in writing.

Where unit rates exist, they come from public bodies and a retailer, and they show a black-and-white range from $0.10 to $0.23 per page and a colour premium between 2.7 and 7.5 times. For the hypothetical 140-page month used here, the monthly cost ranged from $22.00 to $54.00 before tax, which is small next to a membership fee and large next to a price that is "included". An upgrade bought only for printing rarely pays back at these volumes, and a private mono printer costs a few cents a page in toner but cannot print colour.

For confidential work, the document-handling decision comes before the cost decision. Quebec's statute asks for reasonable security measures and timely destruction, and the regulator names printers and scanners with hard drives among the machines to plan for. Until an operator confirms release, retention and disposal in writing, the safest posture is to test with a dummy document, keep sensitive jobs on a permitted device or an offsite route with a clear process, and recheck the terms when they change.

Source links

Links cited in this article, in order of first appearance. Full addresses are provided for readers using extracted text.

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Our workspace options include private offices, day passes and desks, and a conference room. These formats help individuals and teams compare a dedicated office with more flexible ways to work or hold a meeting. Prospective members can explore the virtual tour, review current pricing and book a visit before choosing a workspace.

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2727 Coworking provides business-address and virtual-mailbox services. Our resources explain the documents and practical questions involved, including guidance for people outside Canada. Service eligibility, included features, availability and access arrangements should be confirmed on the applicable service page or with our team.

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We publish guides, research and planning tools about workspace decisions, business addresses and starting a business in Canada. Our incorporation research includes information for people inside Canada and abroad, with jurisdiction-specific material to help readers identify the next questions to investigate. These educational resources complement our workspace and address services; they are not individualized legal, tax or immigration advice.

Visit or contact 2727 Coworking

Explore private offices, day passes and desks, the conference room, business addresses and virtual mailboxes. Book a visit or contact the team to discuss your needs.

A business address alone does not establish tax residence, immigration status, banking approval or eligibility for a government program.

Website: https://2727coworking.com

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