



FORMS PRINTING SPECIFICATIONS

Requisition No.	Record No
Date prepared 2020-09-02	

GENERAL DESCRIPTION

Title

Double window outer mailer with indicia for Presumptive Applications

Form No. SC ISP-8034	Dated 2020-09-02	Stock Number	U I	Quantity			
<input type="checkbox"/> Flat	<input type="checkbox"/> Set	<input type="checkbox"/> Continuous	<input type="checkbox"/> Tab card	<input type="checkbox"/> Tag	<input type="checkbox"/> Label	<input type="checkbox"/> Sales book	Other Envelope

MATERIAL - (Paper, card stock, carbon etc.)

Dimensions	Trim size	9.5"	Wide X	5.25"	High	Stub size	Tear out	Wide X	High
PAPER (State grade, type, colour, basis weight and reference to applicable CGSB standard.) 24 LB Natural Kraft Prints on face, back and flap Side seams outside Full glue Commercial flap						First window size: 3/4" high x 3 7/16" Position from Left: 3/4" Position from Bottom: 3 3/4" Second window size: 1 3/8 high x 4 7/8" Position from Left: 3/4" Position from Bottom: 1 3/4" Envelope is not to be smaller than size required.			

Carbons	Recessed	Protruding	
<input type="checkbox"/> Black <input type="checkbox"/> Blue Other	Inches	Inches	
Narrow	Uncarbonized	Write test requested?	No. of sets
<input type="checkbox"/> Right <input type="checkbox"/> Left Inches	<input type="checkbox"/> Right <input type="checkbox"/> Left <input type="checkbox"/> Top <input type="checkbox"/> Bottom	<input type="checkbox"/> Yes <input type="checkbox"/> No	

PRINTING - (As specified in the attached copy)

<input type="checkbox"/> One side	<input type="checkbox"/> Head to head	<input type="checkbox"/> Tumble	<input type="checkbox"/> Head to side	Ink colour	Proofs requested (No. & type)	
Serial numbers	To	Ink colour	<input type="checkbox"/> Crash <input type="checkbox"/> Individual parts			
Size of margins	Front:	Top	Left	Back:	Top	Left

CONSTRUCTION

Perforate													
Collate/Gather													
Punching	Top	Bottom	Right	Left	No. of holes	Diameter	C-C	<input type="checkbox"/> Round	Other				
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>									
Binding	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Wire	Sew	Side	Score	Saddle	Fold	Crimpplock	Pad in	Band in
					<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		
Stub													
<input type="checkbox"/> Rigid	<input type="checkbox"/> Flexible	<input type="checkbox"/> Controlled glue line	<input type="checkbox"/> Fugitive glue	Position									

PACKAGING - EMBALLAGE

<input type="checkbox"/> Wrap	<input checked="" type="checkbox"/> Box	<input type="checkbox"/> Bag	Pads	500	Sets	Sheets	Packages
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FORM WILL BE COMPLETED BY

<input type="checkbox"/> Hand	<input type="checkbox"/> Typewriter	<input type="checkbox"/>	
ENTER ADDITIONAL INFORMATION ON PAGE 2		Prepared by Suzanne Lariviere	Approved by

ADDITIONAL INFORMATION