



FORMS PRINTING SPECIFICATIONS

Requisition No.	Record No
Date prepared 2021-01-18	

GENERAL DESCRIPTION

Title

Enveloppe pour trousse OAS-GIS Kit

Form No. SC ISP-3503 F	Dated 2021-01-04	Stock Number	U I ea	Quantity
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<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
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MATERIAL - (Paper, card stock, carbon etc.)

Dimensions	Trim size	Wide X	High	Stub size	Tear out	Wide X	High
	9 1/2"	5 7/8"					

PAPER (State grade, type, colour, basis weight and reference to applicable CGSB standard.)

Construction: Open side, side seam, full glue commercial flap
Prints on: Face, back and flap
Stock: 24lb white wove
Ink colors: Black for text on face and flap - Green PMS 355 for color bar on face, back and flap

Colour bar: green colour bar located at top and left of face must bleed onto back and flap

See next page.....

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)
		1
Serial numbers	Ink colour	<input type="checkbox"/> Crash <input type="checkbox"/> Individual parts
From To		
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	Crimplock	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	Position												
<input type="checkbox"/> Rigid	<input type="checkbox"/> Flexible	<input type="checkbox"/> Controlled glue line	<input type="checkbox"/> Fugitive glue										

PACKAGING - EMBALLAGE

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

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

Complete kit includes:

SC ISP-3503 (2021-01-04) F	Carrier envelope
SC ISP-3550 (2021-01-04) F	Application
SC ISP-3550A (2021-01-04) F	Reference Guide
SC ISP-3514 (2012-01-01) FE	Return envelope