Government of Canada Gouvernement du Canada	**FORMS PRINTING SPECIFICATIONS**	Requisition No.	Record No
		Date prepared **2020-10-19**	

GENERAL DESCRIPTION

Title
ISP Window Envelope 9.5 x 12

Form No. SC ISP-8044	Dated 2020-10-19	Stock Number	U I	Quantity

☐ Flat ☐ Set ☐ Continuous ☐ Tab card ☐ Tag ☐ Label ☐ Sales book Other

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

Dimensions	Trim size 9.5"	Wide X 12"	High	Stub size	Tear out	Wide X	High

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

Open side, side seam construction
Recycled Envelope Paper, Sand or
Natural 48M
Ink: Black
Prints on: Face and flap
Full Glue Pictorial Flap with rounded corners

Window Material: Avpexine
Window size: 2" high x 4.25" wide
Location: 2 1/4" from left edge, 5/8" from bottom

Carbons	Recessed	Protruding
☐ Black ☐ Blue Other	Inches	Inches

Narrow	Uncarbonized	Write test requested?	No. of sets
☐ Right ☐ Left Inches	☐ Right ☐ Left ☐ Top ☐ Bottom	☐ Yes ☐ No	

PRINTING - (As specified in the attached copy)

☐ One side	☐ Head to head	☐ Tumble	☐ Head to side	Ink colour Black	Proofs requested (No. & type) 1

Serial numbers From	To	Ink colour	☐ Crash ☐ 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	☐ Round Other
	☐	☐	☐	☐				

Binding					Wire	Sew	Side	Score	Saddle	Fold	Crimplock	Pad in	Band in
	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐		

Stub ☐ Rigid ☐ Flexible ☐ Controlled glue line ☐ Fugitive glue Position

PACKAGING - EMBALLAGE

☐ Wrap ☑ Box ☐ Bag Pads 500 Sets Sheets Packages

FORM WILL BE COMPLETED BY

☐ Hand ☐ Typewriter ☐

ENTER ADDITIONAL INFORMATION ON PAGE 2	Prepared by	Approved by

GC 068 (10-06) E

ADDITIONAL INFORMATION

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