



# FORMS PRINTING SPECIFICATIONS

|                                    |           |
|------------------------------------|-----------|
| Requisition No.                    | Record No |
| Date prepared<br><b>2023-11-09</b> |           |

## GENERAL DESCRIPTION

Title

Regional Return Envelope

|                               |                              |                                     |                                   |                              |                                |                                     |                   |
|-------------------------------|------------------------------|-------------------------------------|-----------------------------------|------------------------------|--------------------------------|-------------------------------------|-------------------|
| Form No.<br>SC ISP-8050       | Dated<br>2016-01-21          | 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<br>Envelope |

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

|            |           |        |        |        |      |           |          |        |      |
|------------|-----------|--------|--------|--------|------|-----------|----------|--------|------|
| Dimensions | Trim size | 8 7/8" | Wide X | 3 7/8" | High | Stub size | Tear out | Wide X | High |
|------------|-----------|--------|--------|--------|------|-----------|----------|--------|------|

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

241b Natural Kraft  
Prints on Face and Flap  
side seams inside  
Full glue commercial flap

Note: These specs are for all the following regional return envelopes:

SC ISP-8050-AB, BC, IO-AB, IO-NHQ, MB, NL, NS, ON-CHAT, ON-SCAR, ON-TIMM, PE and QC

|   |   |  |             |
|---|---|--|-------------|
| 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<br>black | Proofs requested (No. & type)<br>1 |      |
| Serial numbers                    | To                                    | Ink colour                      | <input type="checkbox"/> Crash <input type="checkbox"/> Individual parts |                     |                                    |      |
| From                              |                                       |                                 |  |                     |                                    |      |
| 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           | <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 | 2000 Sets | Sheets | Packages |
|-------------------------------|---|------------------------------|------|-----------|--------|----------|

## FORM WILL BE COMPLETED BY

|                               |                                     |                          |
|-------------------------------|-------------------------------------|--------------------------|
| <input type="checkbox"/> Hand | <input type="checkbox"/> Typewriter | <input type="checkbox"/> |
|-------------------------------|-------------------------------------|--------------------------|

|  |             |             |
|--|-------------|-------------|
| ENTER ADDITIONAL INFORMATION ON PAGE 2 | Prepared by | Approved by |
|--|-------------|-------------|

ADDITIONAL INFORMATION

Standard boxes can now be used.

2,000 in each box

Amount/skid = 64,000

Height of skid for standard box = 42" high

As per email from central print dated 2023-11-08 PSPC agrees with switching the 8050s to the standard box size provided that the conditions as mentioned above are met.