

| CUST. LOT NO. | ITEM NO. | DEPARTMENT | | CATEGORY | BINDING CLASS | | |
|--|------------|---------------|-------------|--------------------------------------|------------------|-------------|-----------------------------------|
| ACCOUNT I.D. | TITLE I.D. | COLLECTION | LEVEL | SPINE LETTERING/PLEASE TYPE OR PRINT | | SET OF | DATE SENT |
| NAME | | | BIND FREQ | | | COVER COLOR | MATCH LETTERING (EXTRA CHARGE) |
| SAVE TITLE (NEW) PERMANENT CHANGE | | | | | | PRINT COLOR | RUB SENT |
| BINDING CLASS CIRCLE ONE ONLY 01 PERIODICAL CUSTOM (F+B ADS OUT) 02 PERIODICAL STANDARD (ADS IN) 03 PERIODICAL BUDGET 04 PERIODICAL LUMBIND 05 BOOK/PAPERBACK ADHESIVE BIND 5P PRESERV. PHOTOCOPY-ADHESIVE BIND 08 BOOK/PAPERBACK-SEWING OPTION 8C BOOK/PAPERBACK-CLASSIC RECASE 09 PAPERBACK-ACME BIND 10 PAPERBACK-NORCLOTH 11 PAPERBACK-NORLAM 12 PAMPHLET-CLEARVU 14 THESIS 26 PAMPHLET GRAY BOARD 27 PAMPHLET CLEAR FRONT | | | | | SAMPLE SENT | | |
| | | | | | PANEL LINES | | |
| | | | | | BINDERY USE ONLY | | |
| | | | | | OR | NF | HF |
| | | AR | AF | RR | RF | TF | TR |
| | | TOP | | 0 | 1 | 4 | |
| | | BOTTOM | | 0 | 1 | 4 | |
| | | FRONT | | 0 | 1 | 4 | |
| | | BE | BS | EC | PA | ___ | |
| | | F | HA | HL | HP | ___ | |
| | | MB | MF | MS | KP | ___ | |
| | | ML | MI | OC | FP | ___ | |
| | | P | PT | SC | AT | ___ | |
| | | PC | PK | PL | PM | PO | |
| | | PP | PV | P3 | P5 | RL | |
| | | SR | SE | SW | | | |
| | | MANUAL | | | | | |
| | | RETAIN SEWING | DO NOT TRIM | | | | |
| | | SEW THRU FOLD | BIND AS IS | | | | |
| | | ADHESIVE BIND | MOUNT COVER | | | | |
| | | OVERSEW | POCKET | | | | |