### BINDING INFORMATION SHEET FOR LEGAL BIBLES

**Spine lettering**

The spine will be stamped in capital letters.

When laying out the lettering on the spine, an **18 pt. condensed font** will allow only **8 characters per inch**, and a **14 pt. condensed font** will allow a maximum **11 characters per inch**.

Please type in text for lettering in the levels desired and draw in head and tail and/or panel lines if desired in relation to the text. Then fill in the blanks below.

**Provide the following information**

Bind _____ copies

Make _____ photocopies

Bind original, yes or no: ______

Insert tabs, leather: ___ or ___ paper/mylar:

Cover color number: ______

Lettering color, gold: ______ other:

Panel lines, none: ___ single: ___ double: ___

Head and tail lines, yes or no: ______

# copies with personal imprint on spine: ______

# copies without imprints: ______

For multiple books with imprints, type in all front cover information except the imprint, make a photocopy for each book with an imprint, then type in the names on the copies, or send a list of names.
Pockets if necessary, yes or no:____
Pockets in place______ or back cover______