

| FILE NAME  | DATE                  |                | VENDOR        |            |              | ATTN            | l                |         |          |
|--|-----------------------|----------------|---------------|------------|--------------|-----------------|------------------|---------|----------|
| DEPARTMENT CONTROL FRAME FILE NAME FILE NAME FILE NAME FOLDED SIZE FLAT SIZE BINDING SIDE FROM FOLDES FLAT SIZE BINDING SIDE FROM FLAT SIZE BINDING SIDE FROM FLAT SIZE FLAT SIZE BINDING SIDE FROM FLAT SIZE SIZE SIZE SIZE SIZE SIZE SIZE SIZE   | PROJEC1               | Γ              |               |            |              | JOB#            |                  |         |          |
| FAMIL  FILE NAME    FILE NAME  |                       |                |               |            |              |                 |                  |         |          |
| INDESIGN QUARK PHOTOSHOP ILLUSTRATOR PRINT-READY PDF OTHER DESCRIPTION FOLDED SIZE FOLDED SIZE GUARTITY NUMBER OF PAGES PROCESS OFFSET DIGITAL OTHER PROCESS OFFSET DIGITAL OTHER PROCESS OFFSET DIGITAL OTHER PROCESS OFFSET DIGITAL OTHER PROCESS PANTONE OVER FOLDS  COVERAGE FINSH WEIGHT STOCK FINSH WEIGHT SHAPE OVER COVERAGE BLEEDS VARNISH COATING OLOR OVER COVERAGE BLEEDS VARNISH COATING OLOR OUT COVERAGE BLEEDS VARNISH COATING OLOR OLOR OUT COVERAGE BLEEDS VARNISH COATING OLOR OLOR OLOR OLOR OLOR OLOR OLOR OLO  |                       |                |               |            |              |                 |                  |         |          |
| PESCRIPTION  FOLDED SIZE FLAT SIZE FLAT SIZE  NUMBER OF PARELS  NUMBER OF PARELS  PROOFS PANELS  PROOFS PANELS  NUMBER OF PARELS  PROOFS PANELS  NUMBER OF PARELS  NUMBER OF PARELS  PROOFS PANELS  NUMBER OF PARELS  NUMBER OF PARELS  PROOFS PANELS  PROOFS PANELS  STOCK FINSH  VEIGHT  SHADE  OLOR COVERAGE  BLEEDS VARNISH  COATING  PROOFS PANTONE  SHADE  OLOR COVERAGE  STOCK FINSH  ACPROCESS PANTONE  SHADE  OLOR COVERAGE  BLEEDS VARNISH  COATING  NUMBER OF PARELS  SHADE  SHADE  SCORE CHANNEL SCORE PERFS  OLOR COVERAGE  BLEEDS VARNISH  COATING  NUMBER OF PARELS  SHADE  SHADE | ПЕМ                   |                |               | PUOTOCUOD  |              |                 |                  |         |          |
| NUMBER OF PAGES PROCESS OFFSET DIGITAL OTHER PROOFS PHYSICAL DIGITAL/PDF OTHER  APER APER FOLDS SCORE CHANNEL SCORE PERFS OUR COVERAGE BLEEDS VARNISH COVERAGE BLEEDS VARNISH COVERAGE APER STOCK FINISH WEIGHT SHADE COVERAGE BLEEDS VARNISH COVERAGE |                       | DESCRIPTION    |               |            |              |                 |                  |         |          |
| PROCESS  |                       |                |               |            |              |                 | — BINDING SIDE — |         |          |
| APER STOCK FINISH WEIGHT SHADE OVER FOLDS SCORE CHANNEL SCORE PERFS  DLOP. OVER COVERAGE BLEEDS VARNISH COATING APER STOCK FINISH WEIGHT SHADE  OVER COVERAGE BLEEDS VARNISH COATING  APER STOCK FINISH WEIGHT SHADE  OLOR. FINISH ACPROCESS PANTONE  COVERAGE BLEEDS VARNISH COATING  OLOR. INK(S) 4C PROCESS PANTONE  COVERAGE BLEEDS VARNISH COATING  NIDRING SADDLE STITCH PERFECT BIND WIRE-O PLASTIC SPIRAL COMB OTHER  NISHING! IMPRINT VARIABLE DATA COLLATE INSERTION WAFER SEAL(S) OTHER  HER SERWCES  DELIVERY TO ADDRESS  ATTN PHONE  SAMPLES  MALLING SERVICES  |                       | NUMBER OF PAGE | S             |            |              | <del></del>     | S                |         |          |
| OUR FOLDS SCORE CHANNEL SCORE PERFS  OLOR NIX(S)   |                       |                |               |            |              |                 |                  |         |          |
| OVER OVER OVERAGE  COVERAGE  BLEEDS VARNISH  COATING  APPR STOCK  FINISH  WEIGHT  SHADE  OLOR-  EXT  COVERAGE  BLEEDS VARNISH  COATING  SCORE CHANNEL SCORE PERFS  COATING  OLOR-  EXT  COVERAGE  BLEEDS VARNISH  COATING  AC PROCESS PANTONE  COVERAGE  BLEEDS VARNISH  COATING  NIDING  SADDLE STITCH PERFECT BIND WIRE-O PLASTIC SPIRAL COMB OTHER  WISHING IMPRINT VARIABLE DATA COLLATE INSERTION WAFER SEAL(S) OTHER  HER SERVICES  EADLINE(S)  DELIVERY  TO  ADDRESS  ATIN  PHONE  SAMPLES  MALLING  SERVICES  MALLING  SERVICES  MALLING  SERVICES   | PAPER-<br>COVER       | FOLDS          |               |            |              | SCORE           | CHANNEL SCORE    | PERFS   |          |
| COVERAGE BLEEDS VARNISH COATING  APER. STOCK FINISH WEIGHT SHADE  SCORE CHANNEL SCORE PERFS  OLOR EXT FOLDS SCORE CHANNEL SCORE PERFS  COVERAGE BLEEDS VARNISH COATING  NDING SADDLE STITCH PERFECT BIND WIRE-O PLASTIC SPIRAL COMB OTHER  WISHING! IMPRINT VARIABLE DATA COLLATE INSERTION WAFER SEAL(S) OTHER  HER SERVICES  DELIVERY TO   | COLOR-<br>COVER       |                |               |            |              |                 |                  |         |          |
| APER STOCK FINISH WEIGHT SHADE  SCORE CHANNEL SCORE PERFS  OLOR EXT COVERAGE BLEEDS VARNISH COATING  NDING SADDLE STITCH PERFECT BIND WIRE-O PLASTIC SPIRAL COMB OTHER  NISHING!  JURILLIMENT IMPRINT VARIABLE DATA COLLATE INSERTION WAFER SEAL(S) OTHER  EADLINE(S)  DELIVERY TO  ADDRESS ATTN PHONE  SAMPLES  MALLING  MALLING  SERVICES  MALLING  SERVICES  MALLING  SERVICES  |                       | COVERAGE       |               |            |              | BLEEDS          | VARNISH          | COATING | <u> </u> |
| OLOR   INK(S)  | Paper-<br>Text        |                |               |            |              |                 |                  |         |          |
| OLOR- EXT  COVERAGE  |                       | FOLDS          |               |            |              | SCORE           | CHANNEL SCORE    | PERFS   |          |
| COVERAGE BLEEDS VARNISH COATING— INDING SADDLE STITCH PERFECT BIND WIRE-O PLASTIC SPIRAL COMB OTHER  NISHING/ ULFILLMENT IMPRINT VARIABLE DATA COLLATE INSERTION WAFER SEAL(S) OTHER  HER SERVICES  EADLINE(S)  DELIVERY TO  | COLOR-<br>TEXT        |                |               |            |              |                 |                  |         |          |
| NDING SADDLE STITCH PERFECT BIND WIRE-O PLASTIC SPIRAL COMB OTHER  WISHING/ ULFILLMENT IMPRINT VARIABLE DATA COLLATE INSERTION WAFER SEAL(S) OTHER  HER SERVICES  EADLINE(S)  DELIVERY TO  |                       |                |               |            |              |                 |                  |         |          |
| MAILING SERVICES  IMPRINT VARIABLE DATA COLLATE INSERTION WAFER SEAL(S) OTHER  LEADLINE(S)  DELIVERY TO PHONE PHONE PHONE PHONE PHONE PHONE SERVICES   | BINDING               | SADDLE STITCH  | PERFECT       | BIND WIRE  | -O PLASTIC S | PIRAL COMB      | OTHER .          |         |          |
| DELIVERY TO  | INISHING/<br>ULFILLME | NT IMPRI       | NT VARIABLE D | DATA COLLA | ATE INSERTIO | N WAFER SEAL(S) | OTHER            |         |          |
| DELIVERY TO  | THER SERV             | /ICES          |               |            |              |                 |                  |         |          |
| DELIVERY TO  |                       |                |               |            |              |                 |                  |         |          |
| DELIVERY TO  | DEADLINE(             | S)             |               |            |              |                 |                  |         |          |
| DELIVERY TO  |                       |                |               |            |              |                 |                  |         |          |
| ATTN PHONE  SAMPLES  MAILING SERVICES  | DELIVER               |                |               |            |              |                 |                  |         |          |
| MAILING SERVICES   |                       | ADDRESS        |               |            |              |                 |                  |         |          |
| MAILING SERVICES   |                       | ATTN           |               |            |              | PHONE           |                  |         |          |
| SERVICES   |                       | SAMPLES        |               |            |              |                 |                  |         |          |
| MAIL DROP DATE(S)  MAIL CLASS  |                       |                |               |            |              |                 |                  |         |          |
| male strot   |                       | MAIL DROP DA   | ATE(S)        |            |              | MAIL CLASS      | 3                |         |          |