

Create your own pressboard folder

Use the guidelines below to create a folder tailored to meet your exact needs. Then contact your Account Representative for expert advice and a custom quotation.

PAPER

Quantity _____

Size

- Letter
- Legal

Stock

- Type I
- Pressguard®
- Type II
- Type III

Color



Black



Orange



Midnight Blue



Cornflower Blue



Palm Green



Forest Green



Pearl



Maple



Green



Red



Executive Red



Pussywillow



Yellow



Maroon



Blue

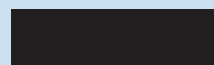


Pacific Blue

Color



Pearl



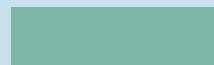
Black



Gray

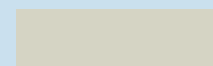


Red



Green

Color



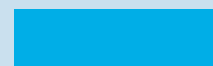
Gray



Green



Red



Blue

Tyvek® expansion

Size

- 1 1/2"
- 2"
- Other _____

Color

- Gray
- Other _____

1

Please note: Printing methods do not allow for accurate representation of colors. Call your Account Representative for exact color samples.



See page 108 for Folder Accessories that enhance the productivity of your folders.

Note: Only our standard choices are represented below. We can create almost anything that you can imagine. Your satisfaction is 100% guaranteed. Free proofs and samples are provided in advance for all custom orders. Contact your Account Representative for details and pricing.



PRINTING

One or two-sided printing is available on both folders and dividers. Attach separate sheet with exact wording. **2**

Ink color

Black PMS (specify) _____

Location

Outside front cover Outside back cover
 Inside front cover Outside front cover

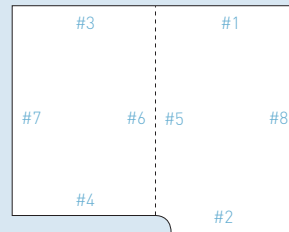
FASTENERS

Type

1" heat-bonded 2" embedded
 2" heat-bonded Docu-Clip® – converts any folder to loose-leaf format
 1" embedded Duo-clip

Position

1 3 5 7 **3**
 2 4 6 8



POCKETS

Poly – Size _____ Location _____ **4**
 Vinyl – Size _____ Location _____
 Paper – Size _____ Location _____
 Envelope – Size _____ Location _____

DIVIDERS

Quantity _____

Stock

11 pt. Manila 11 pt. Kraft
 14 pt. Manila 17 pt. Kraft
 18 pt. Manila

Tabs

Extension
 3/8" Other _____
 Style
 Plain Printed tabs with colored Mylar®

Printing

One or two-sided printing is available on both indexes and tabs. Attach separate sheet with exact wording. **5**

Ink color

Black PMS (specify) _____

Fasteners

Type
 1" heat-bonded Docu-Clip® – converts any folder to loose-leaf format
 2" heat-bonded
 2" embedded

Position

1 3 5 7
 2 4 6 8

