

STANDARD FEATURES

- * 11x 8 1/2", 8 1/2"x 11"
8 1/2" x 5 1/2", or 8 1/2" x 11 1/2"
sheet size-plus 1/2" tab extension
- * White standard weight index
- * Reinforced binding edge
- * Mylar tab-21 Mylar Choices
- * Typeset & printed in black on 2 sides
- * Drilled with standard holes

MYLAR® COLORS

Light yellow	Yellow	Light amber
Light green	Med. green	Dark green
Light blue	Med. blue	Dark blue
Red	Pink	Warm red
Light gray	Gray	Purple
Coral	Brown	Orange
Clear	And 12 Neon Colors	

OPTION CHECKLIST

- | | |
|--------------------|------------------------------|
| * Special Paper | * Polybagging |
| * Colored Ink | * Optional tab
extensions |
| * Reverse printing | * Pocket tabs |
| * Body printing | * Bottom tabs |
| * 2 color printing | |
| * Collating | |

TYPEFACE GUIDE

TIMES New Century Schlbk
 AVANT GARDE
 ARIAL More options
 HELVETICA are available...
FUTURA BOLD
 Helvetica Condensed Bold

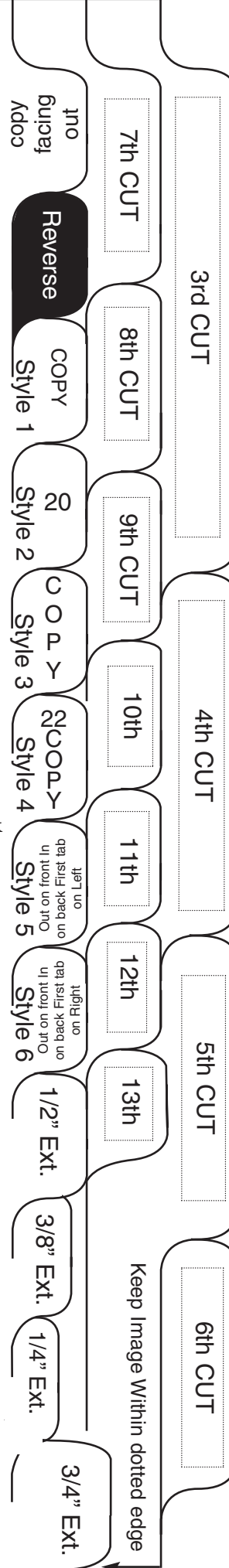
HELVETICA BOLD
 8 PT 9 PT 10 PT 12 PT 14 PT
TIMES BOLD
 8 PT 9PT 10 PT 12 PT 14 PT

STANDARD PUNCHING

- 3-Hole @ 11"= 4 1/4" center to center
- 2-Hole @ 11"= 2 3/4" center to center
- 3-Hole @ 8 1/2"= 2 3/4" center to center
- 2-Hole @ 8 1/2"= 2 3/4" center to center



"The nations choice for custom indexing and communication packaging".



1/2" Shoulder areas Top & Bottom