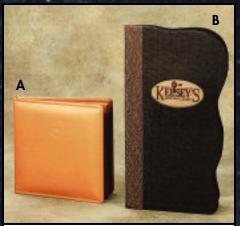


## IDEA BOARD



**Square Cover** Padded and Stitched Perimeter

**Quarter Bind Curved Edging** and Supplied Tip In Window (Oval)



**Quarter Bind** Supplied Tip In Window and Stitched Perimeter Supplied Deco Foil Deboss Deco

**Stitched Cover Quarter Bind** Tip In Window

**Gate Fold** 

Cover



**Engraved Wood Cover Quarter Bind** Wraparound **Back** 

**Quarter Bind** Supplied **Engraved Wood** Tip In Installed Die Cut Window

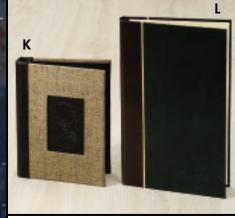


**Tri Fold Front** Wine Glass **Curved Cover** 

**Gate Fold Carafe** Reverse Wine **Glass Curved** Cover



**Gate Fold Cover-Supplied Brass Medallion Closure** 



**Quarter Bind** Die Cut Tip In Window **Installed Deco** 

**Quarter Bind** with Ribbon Accent



**Quarter Bind** with Copper Tip In Die Cut Window

Copper Tip In Die Cut Window



Die Cut Window Supplied

Die Cut Accented Window Supplied Four Color Tip In Four Color Tip In



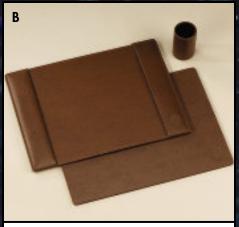
Four Color Silk Screen Deboss Deco

**Two Tone Cover Foil Deboss** Deco

# IDEA BOARD



**Place Mats and Accessories** 



**Desk Blotters and Accessories** 



**Going Green Themes** 



**Media Packaging** 



More Media Packaging



**Ribbons and Bows** 



**Guest Check Presentations** 



Binder and Easel Stand



**Table Tents** 

# GENUINE LEATHER



#### **■ Genuine Leather** (Top Grain):

All of our leather products are made of top grain American **GENUINE LEATHER**, garment weight, and manufactured like no one else does. Our case bound, hand made, French Turned Covers are as good as it gets. All **GENUINE LEATHER** items are lined with Bengaline Moiré and have quality French Turned round corners. Black, blue, burgundy, and green are our stock colors. We can match your PMS color as custom only. Usually a minimum of 200~250 units would be required, call for information. Preproduction proof samples are usually required and there are few rush options. 4~5 weeks production is needed, so plan ahead, please.

Style	Insert Size	Description	Estimated Closed Size
#4A	7x5"+5x7"	Double Picture Frame	8 <sup>3</sup> / <sub>4</sub> x8 <sup>1</sup> / <sub>2</sub> "
#4B	$8^{1}/2x11$ "	Deluxe Certificate Cover	$9x11^{1}/2$ "
#4C	$8^{1}/2x11"+Tab$	3 Ring Binder <sup>3</sup> / <sub>4</sub> ~1 <sup>1</sup> / <sub>2</sub> " capacity	$11x11^3/4x2$ "
#4D	$5^{1}/2x8^{1}/2$ "+Tab	6 Ring Binder 1/2~1" capacity	$7x9^{1}/4x1^{1}/2$ "
#4E	$8^{1}/2x11"+Tab$	Executive Wrap 1~2" capacity	$10^{1}/4x11^{1}/2$ "
#4F	$8^{1}/2x11$ "	Executive Pad Folio	$9^{1}/2x12$ "
#4G	$5^{1}/2 \times 8^{1}/2$ "	Jr. Executive Pad Folio (not shown)	55/8x83/4"
#4H	8x9"	Professional 3 Ring Binder	$10x10^{1}/4x3$ "
#4I		Desk Blotter	20x15"
#4J	$1^{1}/2x8$ "	Book Mark and Tassel	
#4K	$8^{1}/2x14$ "+Tab	3 Ring Binder <sup>3</sup> / <sub>4</sub> ~1 <sup>1</sup> / <sub>2</sub> " capacity	$11x14^3/4x2''$

<sup>\*</sup> Options: See next page.

# GENUINE LEATHER



#### \* Options:

Padded cover (#42G/H/I), stitching (#42U), pen loop (#42T), and turned edge pocket (#42V). You have a choice of diagonal or horizontal pockets on pocket menu covers and guest checks.

Our **GENUINE LEATHER** covers are all made using one whole skin and not 2~3 pieces sewn together. Take that into account when making your choice.

Style	Insert Size	Description	Estimated <b>Closed Size</b>
#5A	$8^{1}/2x14$ "	Captains Wine Book (screw post binder)	91/2x143/4"
#5B	$5x8^{3}/4$ "	Deluxe Guest Check (3 pockets)	$5^{1}/2x9$ "
#5C	$7^{1}/_{2}x9^{1}/_{2}$ "	6 Ring Hotel Guest Service Directory 1/2~3/4" capacity	$8x10^{1}/2$ "
#5D	$8^{1}/2x11$ "	6 Ring Hotel Guest Service Directory 1/2~3/4" capacity	$8^{3}/4x12$ "
#5E	$5^{1}/_{2}x8^{1}/_{2}$ "	Screw Post Binder	$6^{1}/2x9^{1}/4$ "
#5F	$8^{1}/2x11$ "	Screw Post Binder	$9^{1}/2x11^{3}/4$ "
#5 <b>G</b>	up to 5x83/4"	2 Pocket Deluxe Guest Check	$5^{1}/2x9$ "
#5H	$5^{1}/_{2}$ x $8^{1}/_{2}$ "	Pocket Menu Cover	$6x9^{1}/4$ "
#5I	$8^{1}/2x11$ "	Pocket Menu Cover	$9x11^{3}/_{4}$ "
#5J	$8^{1}/2x14$ "	Pocket Menu Cover (not shown)	$9x14^{3}/_{4}$ "
#5K	$5^{1}/_{2}$ $x$ $8^{1}/_{2}$ "	Deluxe Menu Cover (not shown)	$6x9^{1}/4$ "
#5L	$8^{1}/2x11$ "	Deluxe Menu Cover	9x12"
#5M	$8^{1}/2x14$ "	Deluxe Menu Cover (not shown)	$9x14^{3}/_{4}$ "
#5N	$5x9^{1}/2$ "	Deluxe Guest Check (2 pockets)	$5^{1}/2x10$ "

# MAGIC FABRIC



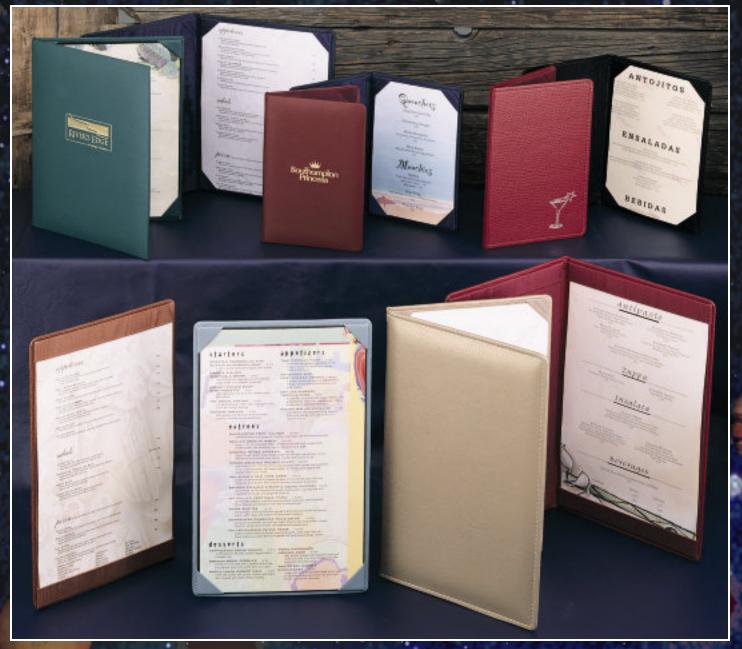
#### **■** Magic Fabric:

Our MAGIC FABRIC items are designed and constructed the same as our leather and other turned edge materials. One main advantage is the extensive choice of finishes and colors available. With proper care these items will last a very long time and you will have a most superior product. Many other colors are available as semi custom. A cover letter is available for learning proper care of these MAGIC FABRICS. All MAGIC FABRIC items are lined with Bengaline Moiré, and constructed with French Turned round corners. You have available here, product that is the best money can buy.

Style	Insert Size	<b>Description</b> Estimate	d Closed Size
#6A	20x15"	Desk Blotter	20x15"
#6B	to $8^{1}/2x11$ "	Screw Post Binder	$9^{1}/2x11^{3}/4$ "
#6C	to $5^1/2x8^1/2$ "	Screw Post Binder (not shown)	$6^{1}/2x9^{1}/4$ "
#6D	to $8^{1}/2x11$ "	3 Ring Binder <sup>3</sup> / <sub>4</sub> ~1 <sup>1</sup> / <sub>2</sub> " capacity	$11x11^{3}/4x2$ "
#6E	$4^3/8x6^1/2$ "	Table Tent	5x7"
#6F	to $8^{1}/2x11$ "	Deluxe Certificate Cover	$9x11^{1}/2$ "
#6G	to $8^{1}/2x11$ "	Executive Pad Folio (not shown)	$9^{1}/2x12$ "
#6H	to $7^{1}/2x9^{1}/2$ "	6 Ring Hotel Guest Service Directory 1/2~3/4" capacity (not shown)	$8x10^{1}/2$ "
#6I	to $8^{1}/2x11$ "	6 Ring Hotel Guest Service Directory 1/2~3/4" capacity (not shown)	$8^{3}/4x12''$
#6J	to $5^1/2x8^1/2$ "	3 Ring Binder 3/4~11/2" capacity (not shown)	$7^{1}/4x9x2$ "
#6K	$8^{1}/2x14$ "	Deluxe Menu Cover	$9x14^{3}/_{4}$ "
#6L	$8^{1}/2x14$ "	Deep Pocket Menu Cover	$9x14^{3}/_{4}$ "
#6M	$8^{1}/2x14$ "	Deluxe Menu Cover w/ installed tip in	$9x14^{3}/_{4}$ "
#6N	$5x8^{3}/4$ "	Deluxe Guest Check (3 pockets)	$5^{1}/2x9$ "
#6P	$5x9^{1}/2$ "	Deluxe Guest Check (2 pockets)	$5^{1}/2x10$ "
* Ont	ions. See nev	t nage	

<sup>\*</sup> **Options:** See next page.

# MAGIC FABRIC



#### \* Options:

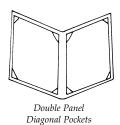
Padded cover (#42G/H/I), stitching (#42U), pen loop (#42T), more choice of colors, more choice of embossings.

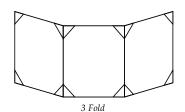
\* Pocket menu covers (diagonal or horizontal pockets).

Pocket Menu Covers	5 <sup>1</sup> / <sub>2</sub> x8 <sup>1</sup> / <sub>2</sub> ''	Estimated Overall Size	8 <sup>1</sup> /2x11''	Estimated Overall Size	8 <sup>1</sup> /2x14"	Estimated Overall Size
Single Panel	#7 <b>A</b>	6x91/4"	#7B	9x11 <sup>3</sup> / <sub>4</sub> "	#7C	9x14 <sup>3</sup> / <sub>4</sub> "
Double Panel	#7D	6x91/4"	#7E	9x11 <sup>3</sup> / <sub>4</sub> "	#7F	9x14 <sup>3</sup> / <sub>4</sub> "
3 Fold	#7 <b>G</b>	6x91/4"	#7H	9x11 <sup>3</sup> / <sub>4</sub> "	#7I	9x14 <sup>3</sup> / <sub>4</sub> "



Single Panel Horizontal Pockets





## SLIP CASES



#### \* IMPORTANT:

Because we customize every job for your individual needs, binders and slip cases are priced separately. See page 10 for binders.

#### \* Covering Materials:

Mission Leatherette, Linen Bookcloth.

■ PRESTIGE COVER excells at book bound case made ring binders and Slip Cases. Binders and Slip Cases can be made in any size, many colors, and with any decorative treatment. Our binders are made with heavy flat board, square corners, nickel metals, and exposed rivets. Slip Cases are made with heavy black board, covering material and decoration to match.

#### ■ Slip Cases Only:

Style	Insert Size	Size & Capacity	Estimated Overall Size
#8A	$8^{1}/2x11$ "	up to 5" capacity	10x12x(up to 5")
#8 <b>B</b>	$8^{1}/2x11$ "	5-10" capacity	10x12x(5-10")
#8 <b>C</b>	$5^{1}/2 \times 8^{1}/2$ "	up to 3" capacity	$9^{1}/4x9^{1}/4x$ (up to 3")
#8D	$5^1/2 \times 8^1/2$ "	3-6" capacity	$9^{1}/4x9^{1}/4x(3-6")$

<sup>\* #8</sup>D not shown in picture.

# MEDIA PACKAGING



#### \* Covering Materials:

Mission Leatherette or Linen Bookcloth.

#### \* Options:

Custom sizes and styles.

■ The Media Kit box will make an impact when your presentation includes many different sized items or a large collection of folders. The large Media Kit box will accommodate a regular binder and more. The small Media Kit box will still accommodate a smaller binder and more. All boxes are made of heavy black board with the lid attached to the back. Styled like a leather bound collection edition, the

case made library edition VHS case cover surrounds a wide walled platform holding the VHS tape and a ribbon bookmark to remove the tape. A lip is formed on 3 sides to accommodate your literature to accompany the VHS.

#### ■ Media Packaging:

Style	Estimated <b>O/D</b>	Description
#9A	$8^{1}/2x11x2$ "	VHS Case Cover with lip
#9B	$8x11^{1}/2x1^{1}/2$ "	VHS Case Cover with no lip
#9C	$12^{1}/2x10^{3}/4x2$ "	Small Media Box overlap lid
#9D	$12^{1}/2x10^{3}/4x4$ "	Large Media Box overlap lid
#9E	$12x9^{1}/2x2$ "	Small Media Box velcro closure
#9F	$12x9^{1}/2x4$ "	Large Media Box velcro closure (not shown)

## 3 RING BINDERS



#### \* Covering Materials:

Binders Mission Leatherette, Linen Bookcloth, Menu Leatherette, Castilian, Marble, Britiannia Leather; lining is 10 point goat grain.

#### \* Options:

Padded covers (#42G/H/I) – round corners (#42S), concealed rivets (#42W), painted rings (#42Y), turned edge pocket (#42V), sheet lifters (#42Z), card holders (#43J),  $^{1}/_{4}$  binding (#43I), "D" or slant "D" rings (#43H), metal corners (#42X), self lining (#43S), imprint on spine (#43U), satin (#42M/N/O) orbengaline (#42P/Q/R) moiré lining.

#### ■ 3 Ring Binders:

Our high quality casebound ring binders are of the

finest available, and will outlast most vinyl binders by years. With six materials and multiple colors to choose from, these binders will make your presentation incredibly effective. All are lined with a stylish black 10 point goat grain liner to compliment all of the available covering materials. Our binders are hand made, and it shows best top quality available. Review all your options. Catalog pricing is based on flat heavy board, square corners, and exposed rivets.

Style	<b>Insert Size</b>	Capacity	Estimated Overall Size
#10A	$5^{1}/_{2}x8^{1}/_{2}$ "	1/2 to 2" capacity	$7^{1}/_{4}x9x2^{1}/_{2}$ "
#10B	$8^{1}/2x11$ "	1/2 to $11/2$ " capacity	$11x11^3/4x2''$
#10C	$8^{1}/2x11$ "	2 to 3" capacity	$12x11^3/4x3^1/2$ "

# CUSTOM LOOSE LEAF BINDERS



#### **■** Custom Loose Leaf Binders:

With all of the same materials and construction of our 3 ring binders (see previous page), we came up with something for everyone. All LOOSE LEAF BINDERS are lined with our black 10 point goat grain. See previous page for available options.

Style	Insert Size	Estimated <b>O/D</b>	Capacity	Description
#11A	81/2x11"	$11^{1}/4x11^{3}/4x+$ "	1 to 2"	Easel Binder
#11B	$8^{1}/2x14$ "	$15^{3}/4x11^{3}/4x+$ "	1 to 2"	Easel Binder
#11C	$8^{1}/2x14$ "	$10^3/4x15x+"$	1 to 2"	Legal Size Binder
#11D	$8^{1}/2x14$ "	$9^{1}/2x14^{1}/2x+$ "	$1^3/4$ to $3/4$ "	Legal Screw Post Folder
#11E	$14x8^{1}/2''$	$15^{3}/_{4}x9^{1}/_{4}x+$ "	1 to 2"	Landscape 3 Ring Binder
#11F	$8^{1}/_{2}x5^{1}/_{2}$ "	$10^{1}/4x7^{1}/2x+$ "	$^{1}/_{2}$ to 1"	Landscape 6 Ring Binder
#11G	$8^{1}/2x11$ "	10x12x+"	3 to $4^{1}/2''$	Expandable Post Binder
				holds multiple catalogs
#11H	$8^{1}/2x11$ "	$10^{3}/4x12x+"$	1 to 2"	Supplied Materials

# EXECUTIVE WRAPS

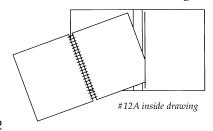


#### \* Covering Materials:

Binders Mission Leatherette, Linen Bookcloth, Menu Leatherette, Marble, Castilian, Britiannia Leather. All lined in black 10 point goat grain.

#### \* Options:

Pockets (#42V) – round corners (#42S), <sup>1</sup>/<sub>4</sub> binding (#43I); padded cover (#42G/H/I) – custom sizing.



#### **■** Executive Wraps:

Book Bound, hard covers will give a professional finish to your presentations. Your Spiral presentation is inserted into the cover by sliding the back cover of the spiraled book into a vertical die cut slit of the hard cover. Or you may have it with a 19 hole punch extension that eliminates the slit and allows your presentation a little more flexibility to extend outward from the cover. Covers are made with heavy flat board and hard spine.

Style	Insert Size	Comb Size	Estimated Overall Size	Description
	1	1/4 to 2" diameter		Die Cut Version 19 Hole Punch Extension
# 12D	9X11 plus comb	1/4 to 2" diameter	$10^{1}/4X11^{1}/2$	19 Hole Punch Extension
		#12B inside drawi	ing	

## PAD FOLIOS



#### \* Covering Materials:

Binders Mission Leatherette, Linen Bookcloth, Menu Leatherette, Marble, Castilian, Britiannia Leather. All lined in black 10 point goat grain lining.

#### \* Options:

Padded covers (#42G/H/I), round corners (#42S), business card pocket (#43J), pen loop (#42T), self lining (#43S), satin moiré (#42M/N/O), or bengeline moiré lining (#42P/Q/R), personalizations (#43W).

#### ■ Pad Folios:

The hand made turned edge **PAD FOLIO** has an elite and traditional look for meetings and gifts. The **PAD FOLIOS** are shipped with generic perforated lined pads inserted into the covers. Made with heavy board and square corners, all **PAD FOLIOS** are lined with black 10 point goat grain and includes a pocket on inside left cover.

Style	<b>Insert Size</b>	Estimated Overall Size
#13A	5x8"	5 <sup>5</sup> /8x8 <sup>3</sup> /4"
#13B	$8^{1}/2x11$ "	$9^{1}/2x12$ "
#13C	$8^{1}/2x14$ "	$9^{1}/2x14^{3}/4$ "

<sup>\* #13</sup>C not shown in picture.

## DELUXE CERTIFICATE COVERS

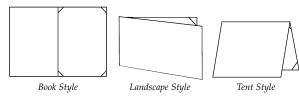


#### \* Covering Material:

Mission Leatherette with gold moiré lining; white moiré lining available with orders of 100 pcs. or more at no up charge.

#### \* Options:

Clear plastic protectors (#43K/L), ribbons mounted on second panel (#43D), oversized covers or smaller size, different colors of moiré lining, imprinting on inside self liner (#43U), printed photograph on inside moiré liner (#43O).



#### **■** Deluxe Certificate Covers:

To recognize achievement, a personalized certificate presented in a folder is the traditional standard. The **DELUXE CERTIFICATE COVER** is made with high quality book binding craftsmanship for any size certificate. With heavy padded or flat board covers, gold turned edge silk moiré lining, and gold ribbon corners, your certificate will be presented in the most elegant style. When white moiré lining is used we install white ribbon corners to match. You must notify us in writing for anything different. Also specify format of style wanted. See drawings to the left. Tent format is used automatically at production.

<b>Certificate Size</b>	Style/Padded Cover	Style/Flat Cover	Estimated Overall Size
81/2x11"	In Stock #14A	#14B	9x11 <sup>1</sup> /2"
8x10"	#14C	#14D	$8^{1}/2x10^{1}/2$ "
6x8"	#14E	# <b>14F</b>	$6^{1}/2x8^{1}/2$ "
5x7"	#14G	#14H	$5^1/2x7^1/2$ "

## DELUXE SAVER CERTIFICATE COVERS



6x8"

5x7"

#### **■** Deluxe Saver Certificate Covers:

Basically this is the same quality deluxe certificate cover as on the previous page except for the linings. The turned edge moiré lining is replaced with a white 15 pt. board or white flush cut moiré liner, everything else is the same. The front inside cover will be lined with the same cover material. Ribboned panels are available on both sides. If you do not mention the ribbon color wanted we will automatically match the ribbon color to the cover color material. You must specify style of cover needed (i.e. book, landscape, or tent style). See diagrams on previous page. Tent format is used automatically at production.

#### \* Options:

Choice of ribbon color N/C, clear plastic protectors

5 mil or 7 mil (#43K/L), ribbon liner mounted on second panel (#43M/N), oversized covers or smaller covers, imprinting on inside cover (#43U).

	Style/Padded Cover White 15 pt. B	•	
8 <sup>1</sup> /2x11"	#15A	#15B	9x11 <sup>1</sup> /2"
8x10"	stock #15C	#15D	$8^{1}/2\times10^{1}/2$ "

#15F

#15H

#15E

#15G

Flush Cut Moiré Liner						
8 <sup>1</sup> / <sub>2</sub> x11"	#15I	#15J	9x11 <sup>1</sup> / <sub>2</sub> "			
8x10"	#15K	#15L	$8^{1}/2x10^{1}/2$ "			
6x8"	#15M	#15N	$6^{1}/2x8^{1}/2$ "			
5x7"	#15P	#15Q	$5^{1}/2x7^{1}/2$ "			

 $6^{1}/2x8^{1}/2$ "

 $5^{1}/_{2}x7^{1}/_{2}$ 

## PREMIER/QUALITY CERTIFICATE COVERS



#### **■** Premier Certificate Cover:

The **PREMIER CERTIFICATE COVER** is designed for style and economical presentation. The beautiful linen embossed, acrylic coated, exterior cover is lined with an antique black interior. The cover is 14 point thick with a white 15 point board holder and four ribbon corners closely matching the cover color.

#### \* Covering Material:

Premier certificate laminated with black antique.

#### \* Options:

Extra panel installed to hold 2 certificates (#43N), 5 mil clear plastic protector (#43K), custom sizes available smaller than  $8^{1}/2x11^{"}$ , custom sizes larger than  $8^{1}/2x11^{"}$  can be made from Curtis Linen cover material, landscape style can be made with Curtis Linen cover material.

#### ■ Quality Certificate Cover:

Same styling as the premier certificate cover, except for the cover material. It is made with 17 point Lexide vinyl like material and feels a little more heavy to the touch. A fourth color green is available and all same options are available except when larger sizes are required, the Lexide material is used.

#### \* Cover Material: 17 point Lexide Pajco.

Certificate Size	Premier Style	Overall Size	Quality Style	Estimated Overall Size
81/2x11"	n Stock #16A	9x11 <sup>1</sup> / <sub>2</sub> "	#16E	9x11 <sup>1</sup> / <sub>2</sub> "
8x10"	#16B	$8^{1}/2x10^{1}/2$ "	#16F	$8^{1}/2x10^{1}/2$ "
6x8"	#16C	$6^{1}/2x8^{1}/2$ "	#16G	$6^{1}/2x8^{1}/2$ "
5x7"	#16D	$5^{1}/2x7^{1}/2$ "	#16H	$5^{1}/2x7^{1}/2$ "
	ı			

## PRESENTORS/PAPER CERTIFICATE COVERS



#### **■** The Certificate Presentor:

Displayed on a wall or on a shelf, the **CERTIFICATE PRESENTOR** will show your certificate to its best advantage. The colored edge trim and closely matching ribbons mounted on a 15 point white board will highlight your document. No imprinting on this item. Comes with easel back for wall or desk use. Use it vertically or horizontally.

- \* Covering Material: Mission Leatherette in blue, black, burgundy, or green.
- \* **Options:** Clear plastic protector, 5 or 7 mil (#43K/L).

Certificate Size	Style	Overall Size
8 <sup>1</sup> / <sub>2</sub> x11"	in Stock #17A	9x11 <sup>1</sup> / <sub>2</sub> "

#### ■ Paper Certificate Cover:

The lower cost alternative to present a certificate in style. The paper certificate cover is made of 80# Curtis Linen matte finish cover stock. The foil scroll border is standard and enhances logos which can be foil stamped in the center. The paper certificate cover will hold certificate sizes of 81/2x11" or 8x10" in die cut corners on the back cover. The corners of the certificate will show on the back side of the certificate cover.

- \* Covering Materials: Curtis Linen in blue, black, burgundy, gray, or green.
- \* Options: 5 mil clear plastic protector (#43K); custom sizes larger than  $8^1/2x11$ " can be made as well as landscape style. Cover without scroll border is available as custom call for pricing and availability on these options.

Certificate Cover Sizes Available Style Estimated Overall Size

## CERTIFICATE/PHOTO FRAMES



#### \* Cover Material:

Mission Leatherette in blue, black, burgundy, or green.

#### ■ Padded Frame:

To present your certificate or photo for all to see and admire. The padded frame construction has a turned edge opening with a clear plastic protector. The frame back is die cut to stand or hang either vertical or horizontal position (see page 17). Foil imprinting is available – see border size when planning imprint layout on all frames.

#### **■** Flat Frame:

It has a die cut window. It can either hang or stand. The foil stamped border and plastic

protectors are standard. Foil imprinting is available.

#### ■ Flat Matted Frame:

Die cut frame is mounted on gold material which is mounted on a wrapped back with a die cut easel. Plastic protector included.

	Style	Sizes Available					
	▼	Insert Sizes			Estimated Overall Size		
In Stoc	#18A #18B	8x10" or 8 <sup>1</sup> /2x11" 9x12"	71/2x91/4" 81/4x111/4"	$1^{1}/4$ " wide padded $1^{1}/2$ " wide padded	10x12" 11 <sup>1</sup> / <sub>4</sub> x14 <sup>1</sup> / <sub>4</sub> "		
	#18C #18E	81/2x11" 8x10" or 81/2x11"	8 <sup>1</sup> / <sub>4</sub> x10" 7 <sup>3</sup> / <sub>8</sub> x9 <sup>7</sup> / <sub>8</sub> "	$^{7}/8$ " padded $^{11}/4$ " flat matted	$\frac{10x12"}{10^3/4x12^3/4"}$		
In Stoci	#18D #18F	8x10" or 8 <sup>1</sup> /2x11" 8 <sup>1</sup> /2x11"	7 <sup>3</sup> /8x9 <sup>3</sup> /8" 8x10 <sup>1</sup> /2"	1 <sup>1</sup> / <sub>4</sub> " flat 1 <sup>3</sup> / <sub>8</sub> " flat * #18C not s	10x12" 10 <sup>3</sup> /4x13 <sup>1</sup> /4" hown in picture.		

## SINGLE/DOUBLE/TRIPLE CASEBOUND PHOTO FRAMES



\* Covering Materials: Mission Leatherette in blue, black, burgundy, or green.

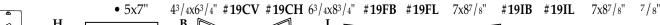
#### \* Options:

Imprint 2nd location (#43U); – double or triple frames may have blank panels.

■ Photo Frames: Our bookbinding construction makes these frames a permanent keepsake. The options are endless, possibly at no extra charge. All frames include a gold border and are available in vertical or horizontal format. The single frames include a die cut easel with hang tags for standing or hanging. All these frames are constructed with flat sturdy board. Crystal clear plastic protectors are inserted into all frames.

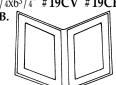
Sizes A	vailable	In Stock St	yle	Estimated	St	yle	Estimated	St	yle	Estimated	Border
Insert	Window	Single	Frame	Closed	Double	e Frame	Closed	Triple	Frame	Closed	Size
Size	Size	Vert.	Horiz.	Size	Book	Land.	Size	Book	Land.	Size	_ ▼

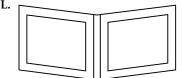
- $3^{1}/2x5^{\circ}$   $3^{1}/4x4^{3}/4^{\circ}$  #19AV #19AH  $4^{3}/4x6^{1}/2^{\circ}$  #19DB #19DL  $5x7^{\circ}$  #19GB #19GL  $5x7^{\circ}$  3/4"
- 4x6" 33/4x53/4" #19BV #19BH 51/2x71/2" #19EB #19EL 53/4x75/8" #19HB #19HL 53/4x75/8" 7/8" 
   5x7" 43/xx63/-" #19CV #19CH 63/xx83/-" #19EB #19EL 7x87/-" #19EB #19EL











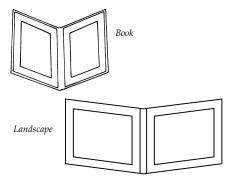
\* V: Vertical; H: Horizontal; B: Book style; L: Landscape

# SUPERIOR DOUBLE PHOTO/CERTIFICATE FRAMES



#### \* Covering Materials: Mission Leatherette in blue, black, burgundy, or green.

## \* **Options:** Imprint on inside panel (#43U).



#### **■** Superior Double Photo/Certificate Frames:

There is no better way to present a photo or certificate in such an economic fashion. Again, all frames are gold bordered and available in a vertical or horizontal format. All are designed with heavy padded cover and case bound turned edge construction to exhibit its distinguished features.

Insert Size	Window Size	Book Style	Landscape Style	Estimated Overall Size
4x6"	$3^3/4x5^3/4$ "	# 20A	# 20B	5 <sup>3</sup> / <sub>4</sub> x7 <sup>1</sup> / <sub>2</sub> "
5x7"	$4^3/4 \times 6^3/4$ "	#20C	#20D	$7x8^{3}/4$ "
8x10"	$7^3/8 \times 9^3/8$ "	#20E	#20F	9 <sup>3</sup> / <sub>4</sub> x12"
7x5"~5x7"	$6^{1}/2x4^{1}/2$ "~ $4^{1}/2x6^{1}/2$ "	# 2	0G	9x9"

<sup>\*</sup> B: Book; L: Landscape

# PRINTED WRAPS



#### \* Cover Material:

Supplied by client, usually 80# gloss book, already printed, and laminated  $1^{1/2}$  mil or coated one side.

Occasionally some establishments have their own special theme that is unique only to them and they wish to continue that theme throughout different

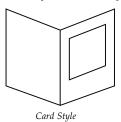
avenues of their marketing. By supplying us with your printed wrap, we will create the finished product to your specifications. Allow enough time from initial concept to finished product as production time is 3-4 weeks from date material is supplied. For us producing the printing and information on this concept, please call the sales office for information.

## POLAROID PHOTO HOLDERS

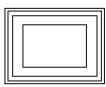


#### \* Cover Material:

Curtis Linen (white, black, maroon, blue, green); or Carolina 15 point white only semi-shiny on 1 side.







Frame Gold Border

#### **■** Polaroid Photo Holders:

Celebrate your special events with a personalized photograph for each participant. The photo snugs easily under the frame while the front cover protects the photo. Made from 80# matte Curtis Linen cover stock, this photo holder is quality. Great for golf tournaments, parties, etc. All holders are  $4^3/4x6$ " closed.

Window Size	Description	Curtis Linen Carolina	Overall Size
3x3"	Style 600 Polaroid	In Stock # 22A Stock # 22B	4 <sup>3</sup> / <sub>4</sub> x6"
$3^{1}/_{2}x^{2^{3}/_{4}}$ "	Style Spectra	In Stock # 22C Stock # 22D	$4^{3}/4\times6$ "
$2^{3}/4x1^{3}/4$ "	Style Captiva	stock # 22E	$4^{3}/4x6$ "
$1^7/8x1^7/8$ "	Style 2x2"	In Stock # 22F	$4^3/4x6''$
3x3"	Easel Back 600 Polaroid	In Stock # 22G	$4^{5}/8x6$ "
3x3"	Frame Gold Border	Mission Leatherette Stock # 22H	$5^{1}/2x5^{1}/2$ "

## POPULAIRE PICTURE HOLDERS



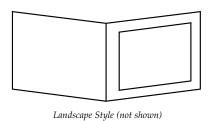
#### \* Cover Material:

80# matte Curtis Linen I (White, Black, Blue, Someon, Green); or Carolina 15 point White only semi-shiny on one side.

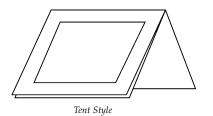
#### **■** Populaire Picture Holders:

80# matte Curtis Linen Like the Polaroid Photo Holders on the previous page, the **POPULAIRE COLLECTION** should (White, Black, Blue, serve many picture holder needs. Use them vertically, horizontally, or landscape. You must specify.

		Curti	is Linen	Carolina			
Photo Size	Description	Book Style	Landscape Style	Book Style	Landscape Style	Window Size	Overall Size
31/2x5"	Picture Holder			in Stock#23G		31/4x43/4"	4 <sup>3</sup> / <sub>4</sub> x6 <sup>1</sup> / <sub>2</sub> "
4x6"	Picture Holder			In Stock#23H		$3^3/4x5^3/4$ "	51/2x77/8"
5x7"	Picture Holder	n Stock # 23C	In Stock #23F	In Stock # 23 I	In Stock # 23L	$4^3/4 \times 6^3/4$ "	$6^{5}/8x8^{3}/4$ "







## HOTEL HOSPITALITY COLLECTION



#### **■** Hotel Hospitality Collection

#### \* Cover Materials:

Binders Mission Leatherette, Linen Bookcloth, Menu Leatherette, Castilian, Marble, Britiannia Leather. Hotels traditionally have one or more of these items in their rooms for their guests. All are case bound, hand made, and of upscaled quality. With our choice of materials and diversity of products, the possibilities are endless. All products are priced with heavy flat board, square corners, and our 10 point goat grain lining (black).

Description	Sizes	Style	Estimated Overall Size
Telephone Book Covers	9x11x <sup>1</sup> / <sub>2</sub> " to 2" capacity	# 24A	9 <sup>3</sup> / <sub>4</sub> x12x"
Desk Blotters	20x15"	# 24B	8x12" to 20x15"
Stationary Holders	$7^{1}/_{2}x9^{1}/_{2}$ "	#24C	$9x12^{1}/2x1$ "
Memo Pad Holders	$10^{1}/2x9^{1}/2$ " to $13x12$ "	#24D	$10^{1}/2x9^{1}/2$ " to $13x12$ "
Guest Register	9x6"	#24E	$10x6^{3}/4$ "
Presentation Folder	$8^{1}/2x11$ " insert	#24F	9x12"
Hotel Guest Register Folders	91/2x91/2"	#24G	$10^{1}/2x10^{1}/4$ "
Telephone Service Cover	$5^{1}/2x7^{1}/2$ "	#24H	$6^{1}/4x8^{1}/4$ "
Note Pad	$3x4^{1}/2$ "	#24I	$4^{1}/4x5$ "

## HOTEL GUEST SERVICES DIRECTORIES

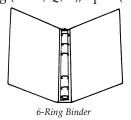


#### \* Cover Materials:

Binders Mission Leatherette, Linen Bookcloth, Menu Leatherette, Castilian, Marble, Britiannia Leather.

#### \* Options:

Brass or black matte rings (#43G), painted rings in any color (#42Y), padded cover (#42G/H/I), inside pocket (#42V), concealed rivets (#42W), round corners (#42S), self lining (#43S), 3 ring metal, satin moiré lining (#42M/N/O), bengaline moiré lining (#42P/Q/R), tip in (#43Q),  $^{3}$ / $^{4}$  rings.



#### **■** Hotel Guest Services Directory:

You will find one of these in every room in every hotel. The hotel business is quite brisk and they really want the best for their guests. The most popular binder is a 6 ring with  $7^1/2x9^1/2$ " page size. All in room binders are case bound construction with heavy flat board, square corners, nickel rings with boosters, and exposed rivets, 1/2" capacity. All are lined in Black 10pt. goat grain.

Insert Size	Capacity	Style	Estimated Overall Size
$7^{1}/2x9^{1/2+1/2}$ " paper size $8^{1}/2x11+1/2$ " paper size	1/2"	# 25A	8 <sup>3</sup> / <sub>4</sub> x10 <sup>1</sup> / <sub>4</sub> "
	1/2"	# 25B	9 <sup>3</sup> / <sub>4</sub> x11 <sup>3</sup> / <sub>4</sub> "

# POCKET MENU COVERS (SINGLE/DOUBLE PANEL)



Cover Material	Lining Material
Linen Bookcloth	Same
Menu Leatherette	Same
Marble	Black 10 Point
Castilian	Satin Moiré
Britiannia Leather	Menu Leatherette

For cleaning and care – Clean with a damp cloth, using very mild soap solution only. Do not use cleaning solvents.

\* Please see next page for **options** and line drawings.

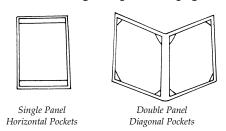
■ POCKET MENU COVERS – The mark of a prestigious menu. The pocket menu covers are made in the finest book-binding tradition with heavy board, turned edge panel linings, and square corners. With this style cover, it makes it very easy to switch menus from one day to the next. You have a choice of diagonal pockets or horizontal pockets. Allow for spacing of pockets before printing your menu. The pockets are hand turned using the same material to match the cover. You must contact the sales office and write it on your purchase order if anything different is required. Usually there is no charge. Custom sizes available, call for pricing. Pricing is based on heavy flat board and square corners.

		Estimated		Estimated		Estimated
Pocket Menu Covers	$5^{1/2}x8^{1/2}$ "	Overall Size	81/2x11"	Overall Size	81/2x14"	Overall Size
Single Panel	#26A	$6x9^{1}/_{4}$ "	#26B	9x11 <sup>3</sup> / <sub>4</sub> "	#26C	9x14 <sup>3</sup> / <sub>4</sub> "
Double Panel	#26D	$6x9^{1}/4''$	#26E	9x11 <sup>3</sup> / <sub>4</sub> "	#26F	9x14 <sup>3</sup> / <sub>4</sub> "
<b>Gold Matted Liner Single Panel</b>	#26G	$6x9^{1}/4''$	#26H	9x11 <sup>3</sup> / <sub>4</sub> "	#26I	9x14 <sup>3</sup> / <sub>4</sub> "
Gold Matted Liner Double Panel	#26J	6x91/4''	#26K	$9x11^{3}/4$ "	#26L	$9x14^{3}/4$ "

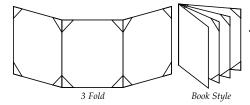
# MULTIPLE PANEL POCKET MENU COVERS



#### \* Line drawings for previous page:



#### \* Line drawings for this page:



#### \* Options:

Padded cover (#42G/H/I), round corners (#42S), clear protectors (#43L), vinyl holder sewn in (#42J/K/L), metal corners (#42X), stitching (#42U), eyelets (#43P).

■ As always these **POCKET MENU COVERS** are of the finest quality, and can add even more menus for individual restaurants needs. The linings on the three fold menus are all matched up the same way as the ones on the previous page. The book style menu covers are always lined with our smooth black 10 point goat grain. Catalog pricing is with heavy flat board and square corners. Cleaning care is the same as previous page.

		Estimated	1			Estimated
Pocket Menu Covers	51/2x81/2"	Overall Size	8 <sup>1</sup> /2x11"	Overall Size	81/2x14"	Overall Size
Three Fold	#27A	$6x9^{1}/_{4}$ "	#27B	9x11 <sup>3</sup> / <sub>4</sub> "	#27C	9x14 <sup>3</sup> / <sub>4</sub> "
<b>Book Style 4 View</b>	#27D	$6x9^{1}/4$ "	#27E	9x11 <sup>3</sup> / <sub>4</sub> "	#27F	9x14 <sup>3</sup> / <sub>4</sub> "
Book Style 6 View	#27G	$6x9^{1}/4$ "	#27H	9x11 <sup>3</sup> / <sub>4</sub> "	#27I	$9x14^{3}/_{4}$ "
2 Panel w/Sewn in Protector	# 27J	$6x9^{1}/_{4}$ "	#27K	$9x11^{3}/_{4}$ "	#27L	$9x14^{3}/_{4}$ "

## DELUXE MENU COVERS



Cover Material	Litting Material
Linen Bookcloth	Same
Menu Leatherette	Same
Marble	Black 10 Point
Castilian	Satin Moiré
Britiannia Leather	Menu Leatherette

Lining Material

#### \* Options:

Cover Material

Padded cover (#42G/H/I), round corners (#42S), vinyl holders sewn in (#42J/K/L), stitching (#42U), metal corners (#42X), eyelets (#43P), tip in (#43Q), tassels, stretch cords, menu clips.

■ The traditional DELUXE MENU COVER. Menus were always printed on oversized paper and folded to resemble a book. The folded menu can be fastened into the cover with a tassel or barbed end stretch cord through eyelets – or a stretch cord with tassel or ball end can be wrapped around the spine. All of these methods allow quick changeability of the printed menu. If you wish a menu cover of traditional styling but have single menu pages, clear vinyl holders can be sewn into the spine – the stitching will not show on the exterior of the menu. Thus the deluxe menu cover can hold 4 or 8 single pages allowing menu changes to be done a page at a time on your laser printer. Catalog pricing is with heavy board and square corners.

Size	Style	Estimated Overall Size
5 <sup>1</sup> / <sub>2</sub> x8 <sup>1</sup> / <sub>2</sub> "	# 28A	6x9"
8 <sup>1</sup> / <sub>2</sub> x11"	# 28B	9x12"
8 <sup>1</sup> / <sub>2</sub> x14"	# 28C	9x14 <sup>3</sup> / <sub>4</sub> "

<sup>\*</sup> Please see page 26 for cleaning care.

## CAPTAINS WINE BOOK



Cover Material	Lining Material
Linen Bookcloth	Same
Menu Leatherette	Same
Marble	Black 10 Point
Castilian	Satin Moiré
Britiannia Leather	Menu Leatherette

#### \* Options:

Clear sheet protectors (#42D/E/F), padded covers (#42G/H/I), satin moiré lining (#42M/N/O), round corners (#42S), bengaline moiré lining (#42P/Q/R), larger than <sup>3</sup>/<sub>16</sub>" capacity covers, pocket on inside covers (#42V).

#### ■ Captains Wine Book:

With hand made bookbinding and traditional concealed screw post construction, the captains wine book has a capacity of 3/16" – this is 10 sheets of cover stock paper or 10 plastic protectors. The wine books are constructed so that your guest cannot see the screw posts when opening the book. Many fine restaurants will use this style as their complete menu cover because it could hold it all, from soup to nuts. Screw posts are packed separately with the covers for final assembly and hole drill placement is standard format, unless specified differently. For larger than 3/16" capacity covers you want to contact the sales office. Catalog pricing is with heavy board and square corners.

Size	Style	Estimated Overall Size
5 <sup>1</sup> / <sub>2</sub> x8 <sup>1</sup> / <sub>2</sub> "	#29A	6 <sup>1</sup> / <sub>2</sub> x9 <sup>1</sup> / <sub>4</sub> "
8 <sup>1</sup> / <sub>2</sub> x11"	#29B	9 <sup>1</sup> / <sub>2</sub> x11 <sup>3</sup> / <sub>4</sub> "
8 <sup>1</sup> / <sub>2</sub> x14"	#29C	9 <sup>1</sup> / <sub>2</sub> x14 <sup>3</sup> / <sub>4</sub> "

<sup>\*</sup> Please see page 26 for cleaning care.

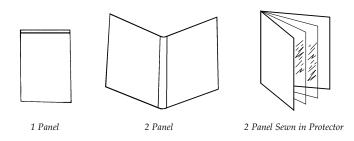
## CLASSIC MENU COVERS



#### \* Covering Materials:

Linen Bookcloth, Menu Leatherette, Marble, Castilian, Britiannia Leather. All are lined with our smooth black 10 point goat grain material.

\* Please see page 26 for cleaning care.



# ■ THE CLASSIC MENU COVER has a traditional look without the heaviness of a hard cover. The cover is flexible with a menu grade covering material on the exterior. Clear plastic panels are sewn into the front and back covers. Sewn edges and brass corners complete the elegant look. If your menu exceeds two pages, a two panel clear plastic insert can be sewn into the spine to provide room for four additional menu pages.

Custom sizes available. Call for pricing.

Description	$5^{1}/2 \times 8^{1}/2$ "	$8^{1}/2x11$ "	81/2x14"
1 Panel	#30D	#30E	#30F
2 Panel	#30A	#30B	#30C
2 Panel+Sewn in Protector	#30G	#30H	#30I
Estimated Overall Size	$6^{1}/4x9''$	$9^{1}/2x11^{3}/4$ "	$9^{1}/_{2}x14^{3}/_{4}$ "

## QUALITY MENU COVERS



### \* Covering Materials: 25 point Lexide Pajco.

#### \* Options:

Holes drilled in spine to accommodate tassels and stretch cords, rounded corners N/C, menu clips (#31J).

■ QUALITY MENU COVERS will enhance any restaurant decor. Constructed with durable 25 point Lexide. Folded menus can be inserted with double stick tape, tassels, or stretch cords. Individual pages can even be put on with menu clips. If you prefer, we can install 4 ribbon corner panels to the inside cover to create a pocket menu effect. The ribbon corners are 5/8" satin polyester ribbon mounted onto 15 point white board, or we can produce turned edge liners made with satin moiré ribboned panels. Custom sizes available. Call for pricing.

Description	$5^1/2 \times 8^1/2$ "	$8^{1}/2x11$ "	$8^{1}/2x14$ "
Cover Only	#31A	#31B	#31C
White Board Panels	#31D	#31E	#31F
Satin Moiré Panels	#31 <b>G</b>	#31H	#31I
Estimated Overall Size	6x9"	9x11 <sup>1</sup> / <sub>2</sub> "	$9^{1}/2x14^{1}/2$ "
Menu Clips (#31J)			

<sup>\*</sup> Please see page 26 for cleaning care.

## GUEST CHECK PRESENTORS



Covering Material	Lining Material
Linen Bookcloth	Same
Menu Leatherette	Same
Marble	Black 10 Point
Castilian	Satin Moiré
Britiannia Leather	Menu Leatherette
25 Point Levide	

#### \* Options:

Padded cover (#42G), round corners (#42S), metal corners (#42X), extra pockets (#42V), pen loop (#42T), satin moiré lining (#42M), stitching (#42U).

■ Bookbinding craftsmanship is evident in our **GUEST CHECK PRESENTORS**. With any menu cover it is easy to compliment it with a matching check presentor. All are still hand made and with all the options available, there is something for everyone. The only one that can not be altered is the quality check presentor which does come with a pocket. Insert check presentor size up to 8¹/2" insert.

Style	Description (up to 81/2" insert)	Overall Size
#32A	Single Panel Horizontal+R Pockets	5x7" to 5x10"
#32B	2 Horizontal Pockets+Credit Card Pocket	5x9"
#32C	1 Diagonal Pocket (Standard)	$5^{1}/_{2}x9^{1}/_{4}$ "
#32D	2 Diagonal Pockets+Credit Card Pocket	$5^{1}/2 \times 9^{1}/4$ "
#32E	1 Pocket+Ribboned Panel Inside Left	$5^{1}/_{2}x9^{1}/_{4}$ "
#32F	25 Point Lexide "Quality"	5x10"

<sup>\*</sup> Please see page 26 for cleaning care.

# TABLE TENTS AND PANEL BOARDS



# \* Cover Material: Binders Mission Leatherette, Linen Bookcloth, Menu Leatherette, Marble, Castilian, Britiannia Leather.

#### \* Options:

Custom sizing and styling for individual needs. Call for pricing.

\* Please see page 26 for cleaning care.

■ This group is made of the finest bookbinding tradition with heavy board covers, turned edge panel linings, and square corners. The **TABLE TENTS** are made with padded board and 4 corner liners are done in the same material as the cover. Only the finest ribbon is used joining the 2 panels. The **PANEL BOARDS** are done with heavy flat board. The metal corner laminated style is done by you supplying the printed menu. We'll do the rest. Minimums apply.

■ Table Tents:	Insert Size	Style	Estimated Overall Size	
-	4 <sup>1</sup> / <sub>4</sub> x6 <sup>1</sup> / <sub>4</sub> " 4 <sup>1</sup> / <sub>2</sub> x5 <sup>1</sup> / <sub>2</sub> " 5x7"	stock #33C #33B #33A	5x7" 5x7" 5 <sup>3</sup> /4x7 <sup>3</sup> /4"	
■ Panel Boards:	Description	5 <sup>1</sup> / <sub>2</sub> x8 <sup>1</sup> / <sub>2</sub> "	81/2x11"	81/2x14"
·	Corner Pockets	#33D	#33E	#33F
	Horizontal Pockets	#33 <b>G</b>	#33H	#33I
	Mounted Board Laminated	#33J	#33K	#33L

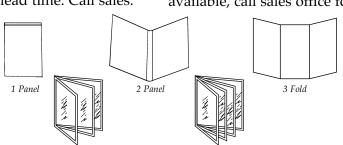
## CAFE MENU COVERS



- \* **Trim Material:** Cloth back buckram.
- \* Stock Covers: Black, blue, burgundy, green. Red is also available with a short lead time. Call sales.

3 Panel Book Style

■ The ever popular economical **CAFE MENU COVERS** allow quick changes of menu pages. With the crystal clear plastic covers, your menu cover page can be copied in multiple colors to portray the image of your restaurant. **CAFE MENU COVERS** are manufactured with 13 mil box grade plastic, single sewn folded cloth back buckram, taped edges and spine. Brass corners finish the cover. Folded menus have pockets opening on the inside spine edge; single panel covers open at the top: all are stock items except the three and four panel book style items. Custom sizing available, call sales office for pricing.



4 Panel Book Style

Description:
Single Panel
Double Panel
3 Fold Triple Panel
Book Style Three Panel
Book Style Four Panel
Overall Size

<b>E</b> 1 / O1 /	" 01 / 11"	01 / 14
	$2'' 8^{1}/2x11''$	$8^{1}/2x14$
stock #34A	Stock $\#34\mathrm{B}$	stock #34C
stock #34D	In Stock #34E	In Stock #34F
stock #34G	In Stock # 34H	In Stock #34I
#34M	#34N	#34O
#34J	#34K	#34L
6x9"	$9x11^{1}/_{2}$ "	$9x14^{1}/2''$







Tassels have many uses – dress up an invitation or a program, add the finishing touch to a bookmark, hold menu pages to the cover, or attach a greeting card to a wine bottle. We carry many styles and sizes as well as colors to fit all your needs. Custom designed styles are also available upon request.

#### ■ Novelty Napkin Holders:

These napkin holders will add style to any dinner table.

**#44F** Napkin Ring **#44G** Napkin Tassel **#44H** Napkin Tie **#44I** Napkin Rope \* Colors Available: Gold and Silver Metallic.

#### **■** Graduation Tassels:

Available in two sizes and choice of colors shown below.

#44J Jr. Graduation Tassel 5" long 5" loop

#44K Graduation Tassel 8" long 5" loop

#44L Year Tag

\* Colors Available: Forest Green, Bright Gold, Navy, White, Royal, Brown, Light Blue, Black, Old Gold, Red, Purple.

#### **■** Tassels and Stretch Cords:

**#44A Stretch Cord with Barb Ends** – Gold and Silver Metallic: The barbed metal end of the elastic cords fit through holes drilled in the spines of the cover and folded insert. To order, measure the distance between the drilled holes and order that length or the next full inch down.

#44B Bookmark Tassel – 4" long, see colors available below.

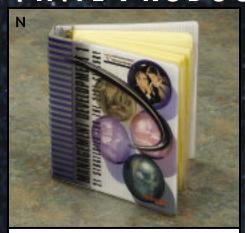
**#44C Stretch Cord with Tassel End** – Gold and Silver Metallic rayon tassel: The elastic loop will go around your folded cover. Measure the height of folded cover and order that size or the next full inch down.

**#44D Stretch Cord with Metal Ball End** – Gold and Silver Metallic: Same description as item #44C.

**#44E Tassel/Loop and Slide** – See colors available below: Fabric cord tassels can be wrapped around the folded spine of the cover (order the program height plus 1") and the slide snugs up to tighten the loop.

#### \* Colors Available:

Bright Gold Light Blue Light Pink Old Gold Black White Royal Blue Gray Brown Navy Blue Maroon Red Natural Kelly Green Purple Orange Maize Forest Green



Corrugated Plastic, Clear or Opaque



Vinyl Binders Multi Decorating Options



Polyethylene and Polypropylene Covers



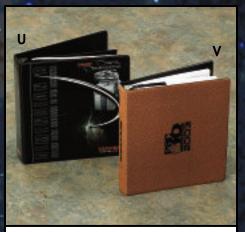
Embedment Vinyl Binder

Unsupported Heat Sealed Vinyl Binder



Supported Vinyl Turn and Sewn Metal Corners

Euro Hinged Binder

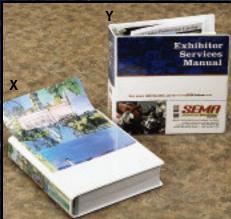


Four Color Process Covers

**Specialty** Vinyl Covers



Vacuum Form Album Packaging



Insertable View Vacuum Form Packaging

View Binder



**CD Albums Vacuum Formed** 



**#36A Executive Business Card File:** Holds 256 cards. Size 8<sup>1</sup>/4x10<sup>1</sup>/4" closed.



**#36B Standard Business Card File:** Holds 96 cards. Size 4<sup>1</sup>/<sub>2</sub>x10" closed.



#36C Business Card File: Holds 72 cards. Size  $4^1/2x7^1/2$ " closed. #36D Mini Card File: Holds 48 cards. Size  $4^1/2x5^1/8$ " closed (not shown in picture).



#36E Maxi Credit Card Wallet: Holds 32 cards. Size 4x5<sup>1</sup>/<sub>4</sub>" closed. #36I Mini Credit Card Case: Holds 10 cards. Size 4<sup>3</sup>/<sub>8</sub>x2<sup>5</sup>/<sub>8</sub>" closed.



#36F Business Card Holder: Size  $4x2^1/2$ " closed. #36G Credit Card Holder: Size  $4^1/4x2^3/4$ " closed.



**#36J Coupon Keeper:** Two-fold. Size 6<sup>7</sup>/8x3<sup>3</sup>/4" closed.

#36K Coupon Organizer: Three-fold. Size  $6^3/4x3^3/4$ " closed.



**#37A Letter Size Desk Folder:** Holds 8<sup>1</sup>/<sub>2</sub>x11" generic lined perforated pad. Inside cover pocket. Size 9<sup>1</sup>/<sub>4</sub>x12<sup>1</sup>/<sub>2</sub>" closed. Pen loop and card holder optional (**#37J**).



**#37B Jr. Desk Folder:** Holds 5x8" generic lined perforated pad. Inside cover pocket. Size 5<sup>1</sup>/<sub>2</sub>x8<sup>3</sup>/<sub>4</sub>" closed. Pen loop and card holder optional (**#37J**).



**#37C Presentation Folder:** Holds  $8^1/2x11$ " papers with two inside pockets. Size  $9^1/4x12^1/2$ " closed.



#37D Photo Album: Holds (24) 31/2x5" photos. Size 53/4x4" closed.



**#37E Double Photo Album:** Holds (48) 3<sup>1</sup>/2x5" photos. Size 5<sup>3</sup>/4x7<sup>3</sup>/4" closed.



**#37F Photo Album:** Holds (24) 5x7" photos. Size 5<sup>3</sup>/<sub>4</sub>x7<sup>3</sup>/<sub>4</sub>" closed.





#37G Photo Album: Holds (24) 4x6" photos. Size  $6^3/4x4^1/2$ " closed.





**#37H Autograph Book:** Includes pad of 50 multicolored pastel pages. Size  $6^{1/4}x4^{3/4}$ " closed.



**#38A Passport Ticket Holder:** Two full flap pockets and two smaller clear pockets. Size  $4^3/4 \times 9^1/2$ " closed.



#38B Deluxe Passport Ticket Holder: Two full flap pockets with two smaller pockets to match. Size  $4^{1/2}x8^{1/4}$ " closed.



#38C Two Fold Document Case: With two full clear pockets inside. Size  $4^1/2x9^1/2^n$  closed.



**#38D SIngle Sleeve Document Case:** Size  $4^1/2x9^1/4$ " closed.



**Super Flap Portfolio:** 4 sizes to choose from.

#38E 9<sup>3</sup>/4x5<sup>1</sup>/2" #38G 15<sup>1</sup>/2x11" #38F 14<sup>3</sup>/4x10" #38H 20x12<sup>1</sup>/4"





**#39A Check Book Cover:** Two fold with clear pockets. Size  $6^3/4x3^1/2$ " closed.

#39B 6 Step Insert for Credit Cards



**#39C Loop Style Luggage Tag:** I.D. card included. Size 2x3<sup>1</sup>/2" closed. **#39D Wrap Lock Luggage Tag:** I.D. card included. Size 2<sup>1</sup>/2x4" closed.

# LEATHER ACCESSORIES



**Leather Luggage Tags** 



**Passport Ticket Holders** 



**Business Card Holders** 



**Zippered Binders** 



Card Holders and Accessories



**Check Book Covers and Note Holder** 

## COLOR SWATCHES



# COLOR SWATCHES



## GENERAL INFORMATION

- Ordering: Orders are accepted only by fax or mailed in. Always use a courier that requires a signature for receipt when sending artwork and orders. It is always a good idea to call the sales office before sending in your order to assure any unanswered questions.
- Repeat Orders: Please help us by referring to our previous job number and your P.O. number when repeating an order. We will store your past orders and dies for 3 years. Any custom dies and artwork before that time (without a reorder) will be considered "new" and billed accordingly.
- Rush Orders: Accepted subject to approval. Rush charges may apply. Many items are stocked on shelves and may be available to ship same or next day without an imprint. One week or less service may be available with an imprint. Always call to confirm in hand dates and availability.
- **Prices:** Use most current price list and call to assure correct price breaks, including any option charges. Request a written quote for quantities beyond the end lot price, or if an item has custom options not in price list. It is always a good policy to call the sales office for correct pricing before sending in the order.
- **Combined Pricing:** You may combine two or more different items together when ordering at the same time to get better pricing.
- **Production:** 10 to 20 working days of received order. Orders accepted by fax or courier. In cases where a pre-production sample is required, production time begins when sample is approved. To help us, please be sure your artwork and approval of the production samples are sent in a timely fashion.
- Artwork: With just a few exceptions, all items are priced with a one color one location foil stamp, all require camera ready art black on white. Separated art required for multiple colors. Price is based on imprint area. Typesetting and some art services are available and will be billed accordingly. Halftones, heavy coverage, and close registration may require additional charges. Dies for foil stamping are billed separately. Silk screening and four color process are also available on some items (see price list for details). Halftones in most cases will not work with foil stamping unless it is modified. Call sales office for advice.
- Order through Digital Format or Electronic Method: We do accept art on a diskette or by E-mail. A small fee will be charged for retrieving art from a diskette or receiving it by E-Mail. Please call the office for our E-mail number.

# OPTIONS • OPTIONS • OPTIONS

Clear Sheet Protectors (3 Hole Punch) #42D		#42D	$5^{1}/2 \times 8^{1}/2$ "	#42E	81/2x11"	#42F	81/2x14"
Padded Cover #		#42G	$5^{1}/_{2}x8^{1}/_{2}$ "	#42H	8 <sup>1</sup> /2x11"	#42I	8 <sup>1</sup> / <sub>2</sub> x14"
Clear Vinyl Holder Sewn In		#42J	$5^{1}/_{2}x8^{1}/_{2}$ "	#42K	8 <sup>1</sup> /2x11"	#42L	8 <sup>1</sup> / <sub>2</sub> x14"
Satin Moiré Lining		#42M	$5^{1}/_{2}x8^{1}/_{2}$ "	#42N	8 <sup>1</sup> /2x11"	#42O	8 <sup>1</sup> / <sub>2</sub> x14"
Bengaline Moiré Lining		#42P	$5^{1}/_{2}x8^{1}/_{2}$ "	#42Q	8 <sup>1</sup> /2x11"	#42R	8 <sup>1</sup> / <sub>2</sub> x14"
#42S	Round Corners (French Turned)			#42T	Pen Loop		
#42U	Stitching			#42V	Turned Edge Pocket		
#42W	Concealed Rivets			#42X	Metal Corners		
#42Y	2Y Gold Plated or Painted Rings				<b>Sheet Lifters</b>		
		a sale					







## GENERAL INFORMATION

- Over & Under Runs: In most cases we will ship at least your desired quantity. If no overs or unders are acceptable, you must specify that on your purchase order. There is no extra charge for that.
- Shipping: Unless specified we will select the method of shipping. All shipments are F.O.B. Los Angeles. We will pre-pay and bill freight charges with a small service charge. We will always go best way to assure your in hand date requirements and costs are met.
- Terms: All orders are subject to approval by All Book Covers Inc. Approved credit accounts are payable net 30. 11/2% charge will be assessed on past due accounts. For new accounts, please fax credit references with order to expedite processing more efficiently.
- **C.O.D.**: We will add the current surcharge to the freight amount.

■ We Accept







- Cancellation Policy: An order may be cancelled only after factory is notified and it is understood client is responsible for all costs incurred up to that point, and will be billed for that amount.
- **Returned Merchandise:** Any returned merchandise requires authorization from the factory. A restocking fee will be charged. Any claims must be presented in writing within 10 days of received merchandise. A 25% restocking fee will be charged for any returned tassels or cords.
- Minimums: In most cases less than minimums will not be honored. Please call before. If less than minimums are accepted, a charge will apply.
- Catalogs, Samples, and Rebates: One catalog is free. Each additional catalog is billed at \$2.00 (A). There is presently no rebate program. Currently we send out random samples and catalogs at no charge. Leather and Magic Fabric samples will be billed and sent only if available. Flyer sheets are available of all of our popular products at no charge. Call for availability.
- Acknowledgements: All orders are acknowledged by mail. Please read it carefully because we process it with the information provided.
- **Personalizations:** Personalizations are available on some products. Please see price list.

## OPTIONS • OPTIONS • OPTIONS

#43D 4 Additional Corners on 2nd Panel

#43E Foil Embossed

"D" or Slant "D" Rings #43H

Business Card Holder or Slit #43**T** 

7 mil Clear Acetate Protector #43L

2nd White Board Liner with 4 Ribbons #43N

#43P **Evelets** 

#43R Tip On (Debossed)

Additional Color (Foil) on Photo Holders #43T

#43V One Color Silk Screen

#43X Foil Debossing

#43Z Four Color Process #43F Four Color Silk Screen

#43G Gold or Black Matte Rings

#43I Quarter Binding

#43K 5 mil Clear Acetate Protector

#43M 2nd Moiré Liner with 4 Ribbons

#43O Printed Photograph on Inside Moiré Liner #43O

Tip In Installed on Front Cover (Square Only)

#43S Self Lining

#43U Additional Color (Foil) on Turned Edge

#43W Personalization

#43Y Blind Debossing









#43I

Thank You! For taking the time out of your busy schedule to view our catalog. It is a privilege and an honor to have the opportunity to work with you. From the polaroid photo holders to the genuine leather binders – you can be sure, our **Service**, **Quality** and **Price** is built into every single item.

We are uniquely set-up for long and short runs, and often, quick turnarounds. If you see an item you would like with some changes, usually it is do-able, or if you have an item that is not in our catalog, please call the sales office for information.

The **PRESTIGE LINE** is all handmade casebound construction, so you can be sure you are getting the finest quality available. We are looking forward to working with you! Thank You!!

Everyone at All Book Covers Inc.

