

## **Binding Guidelines for Adhesive Hard Cover Books**

### **Text**

- Allow 1/8” grind off spine of signatures.
- Use light perforation on head and spine (please do not over perforate which could create gathering problems with signatures pulling apart).
- Allow a minimum of 1/8” head, 1/8” face, and 1/8” foot trim. Bleed in the appropriate bleeds 1/8” into the trim. Note: These trims can be adjusted to accommodate web cut offs and different sheet sizes, but 1.5” trim is our maximum off any edge. Please advise if there are any different trims.
- On first page first signature and last page last signature, mask 1/8” area free of inks and coatings beyond the 1/8” grind for **end sheet tipping**.
- Signature can be folded without a lap/ lip.
- Grain of text should run parallel to binding edge.
- Maximum untrimmed signature size cannot exceed 12 ½ inches front to back unless approved by BindTech.
- For any special specifications such as gatefolds, foldouts, special coatings, etc. please call for further guidelines

### **End sheets**

- Grain on end sheets **must** run parallel to binding edge.
- End sheets must have the same head, foot and face trim as the other **untrimmed** signatures in the book. However, the end sheets do not have a grind off.
- Mask back ink and coatings 1/8” on page 4 of the front end sheet and page 1 of the back end sheet.
- **End sheets should be .006 (80# uncoated) or thicker.**

### **Printed Case wraps (covers)**

- If the case wrap is printed, please consult BindTech for the size.
- All printed covers must be film laminated for strength and durability.
- The grain must run parallel to the binding edge on all printed cover wraps.
- **Do not use aqueous coating when printing the cover wrap.**

### **PREFERRED PACKAGING**

- Package all signatures between bundle boards on 40x48 pallets or 42x48 pallets. Two-way entry preferred for better strength.
- Maximum height of load including skid should be 50 inches.
- Stretch wrap all skids heavily as well as cross band with matching top board.
- Label each skid on two entry sides with skid tag noting signature number and quantity of forms on that particular skid. Also, please either tape or insert under stretch film one signature per skid that may be removed when load is received.
- Package covers similar to signatures with the maximum height of 50” including pallets. Please send two covers separate, in full size press sheets with signatures.

Finally, please send separate from skids two sets of actual printed signatures numbered in order from one through ten, etc. as well as any other appropriate packaging and purchase order information. (2024)