

ACCOUNT NUMBER

SLOT TITLE / VARIABLE

NAME

PERIODICAL

TITLE PAGE
TABLE CONT.
INDEX
FRONT COVER
BACK COVER
ADS

COVER COLOR	SET OF
PRINT COLOR	

BINDERY USE ONLY

HAND TRIM STF
STUB

EXTRA TIME _____ MIN.

REASON _____

OTHER _____

INSTRUCTIONS TO BINDERY:

ACCOUNT NUMBER

SLOT TITLE / VARIABLE

NAME

PERIODICAL

TITLE PAGE
TABLE CONT.
INDEX
FRONT COVER
BACK COVER
ADS

COVER COLOR	SET OF
PRINT COLOR	

BINDERY USE ONLY

HAND TRIM STF
STUB

EXTRA TIME _____ MIN.

REASON _____

OTHER _____

INSTRUCTIONS TO BINDERY: