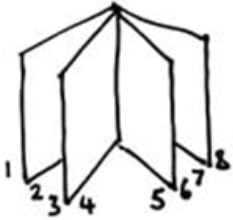


Booklets



Booklets are made up of multiples of 4 pages per sheet.
The sheets are then stapled in the centre and folded to create a booklet.

An A5 booklet is made up of A4 sheets folded in half and an A4 booklet is made up of A3 sheets folded.

All pages to be supplied as one PDF file (individual pages) to enable us to paginate the document for you.
The cover of the booklet will be made up of the first 2 pages and final 2 pages of the document.
The cover can be printed with a heavier paper stock.

If required, blank pages should be inserted to make the final document a multiple of 4 pages.

Saddle stitched and folded: maximum 56 pages (on 80gsm stock)

Square back fold: maximum 80 pages (80gsm stock) or 60 pages (90gsm stock)