

STANDARD PRESENTATION FOLDERS

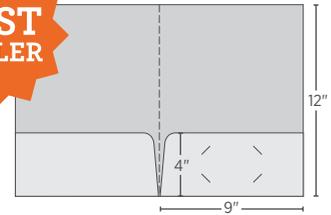


Style F2

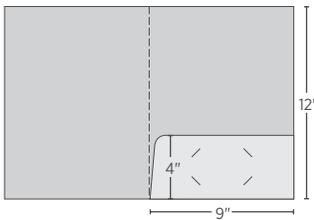


OUTSTANDING BRANDING!

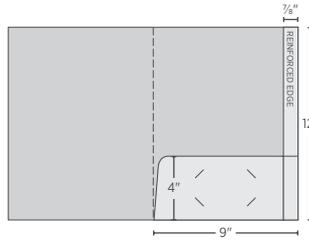
Make professional impressions and promote your business with folders that attract and engage while accentuating the brand.



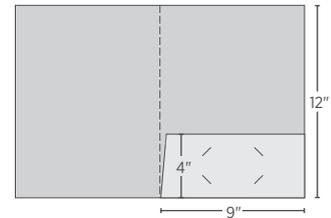
Style #: F2
Standard Two Pockets



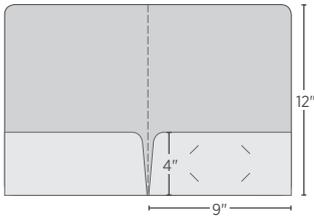
Style #: F1
Standard One Pocket



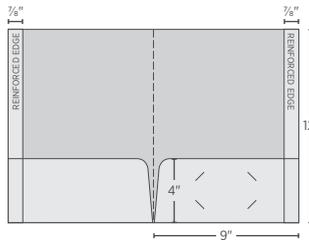
Style #: B1
Standard One Pocket with One Reinforced Edge



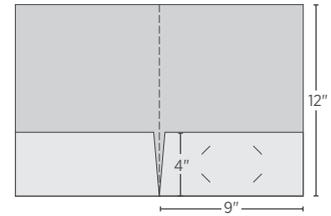
Style #: F1S
Standard One Pocket with Square Corner Pocket



Style #: F2RD
Standard Two Pockets with Rounded Corners



Style #: B2
Standard Two Pockets with Two Reinforced Edges



Style #: F2S
Standard Two Pockets with Square Corner Pockets

STANDARD PRESENTATION FOLDERS



Base Price — Class 1 Stocks	50	100	250	500	1,000	1,500	2,000	2,500	3,000	5,000
No Imprint 24hr	\$5.400	\$3.303	\$1.708	\$1.207	\$0.907	\$0.820	\$0.760	\$0.718	\$0.703	\$0.693
1 Color 24hr	\$7.292	\$4.458	\$2.613	\$1.517	\$1.093	\$0.939	\$0.842	\$0.812	\$0.739	\$0.657
2 Color 24hr	\$9.718	\$5.645	\$3.009	\$1.951	\$1.331	\$1.099	\$0.959	\$0.945	\$0.828	\$0.719
1 Standard Foil Color*	\$7.587	\$4.528	\$2.362	\$1.561	\$1.158	\$0.983	\$0.918	\$0.904	\$0.837	\$0.745
Embossing*	\$10.083	\$5.081	\$2.540	\$1.726	\$1.229	\$1.035	\$0.974	\$0.918	\$0.883	\$0.771
Four Color Process 24hr	\$10.208	\$5.492	\$2.987	\$2.024	\$1.377	\$1.175	\$1.016	\$0.955	\$0.879	\$0.748



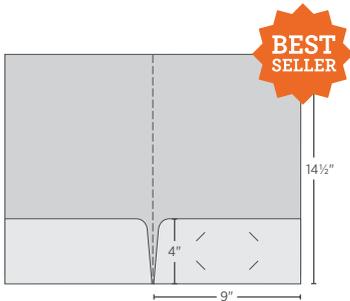
(R) Price shown is per piece. Production time: 24 hours for one, two and four color processes; 2 working days for foiling and 3 working days for embossing. Add 2 days for heavy ink coverage on spot colors. 12 p.m. CST cutoff for artwork. Pricing is for 1-sided printing only. For double-sided printing, please call or email for a quote. *Price includes one standard foil color or single level emboss with a total coverage area of up to 36 square inches. See separate price grids on page 25 for pricing on imprint and stock upgrades.

LEGAL FOLDERS

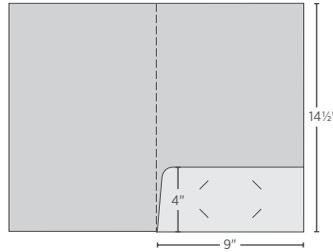
BEST SELLER

Legal Folders

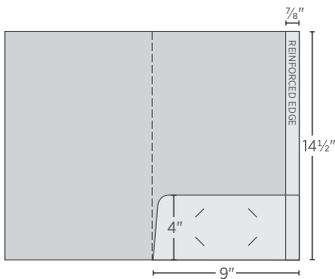
Dress your presentations for success. These one- or two-pocket legal presentation folders help you stay on brand by making impactful first impressions. High-quality paper stocks, one, two or four color process plus the elegance of foil-stamping and/or embossing conveys style and professionalism. Want to learn more about Legal Folders? **Scan the QR code to access our UNIQUE Legal Folder Selling Guide!**



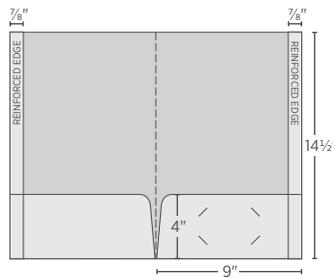
Style #: M2
Two Pocket Legal Folder



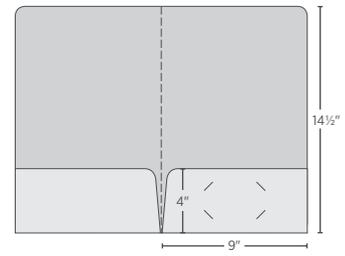
Style #: M1
One Pocket Legal Folder



Style #: L1
One Pocket Legal Folder with One Reinforced Edge



Style #: L2
Two Pocket Legal Folder with Two Reinforced Edges



Style #: M2RD
Two Pocket Legal Folder with Rounded Corners

LEGAL FOLDERS



BEST SELLER

Base Price — Class 1 Stocks	50	100	250	500	1,000	1,500	2,000	2,500	3,000	5,000
No Imprint	\$7.343	\$4.116	\$2.336	\$1.666	\$1.326	\$1.194	\$1.090	\$0.990	\$0.927	\$0.830
1 Color	\$8.310	\$4.757	\$2.660	\$1.902	\$1.441	\$1.259	\$1.121	\$1.062	\$1.012	\$0.881
2 Color	\$12.112	\$6.490	\$3.701	\$2.381	\$1.700	\$1.412	\$1.292	\$1.151	\$1.096	\$0.925
1 Standard Foil Color*	\$8.993	\$5.154	\$2.850	\$1.964	\$1.428	\$1.307	\$1.144	\$1.085	\$1.048	\$0.919
Embossing*	\$12.300	\$6.613	\$3.082	\$2.104	\$1.507	\$1.356	\$1.204	\$1.144	\$1.111	\$0.978
Four Color Process	\$11.264	\$6.490	\$3.912	\$2.582	\$1.778	\$1.600	\$1.390	\$1.277	\$1.204	\$0.985

(R) Price shown is per piece. Production time: 3 working days. Add 2 days for heavy ink coverage on spot colors. 12 p.m. CST cutoff for artwork. Add 2 working days for quantities of 2,000 and above. Pricing is for 1-sided printing only. For double-sided printing, please call or email for a quote.*Price includes one standard foil color or single level emboss with up to 36 total square inches of coverage. See separate price grids on page 25 for pricing on imprint and stock upgrades.



DID YOU KNOW?

Construction companies rely on brand building that helps them rise above their competition. Wondering what the construction industry uses presentation folders for? **Scan the QR code for all the details!**



Style BP3

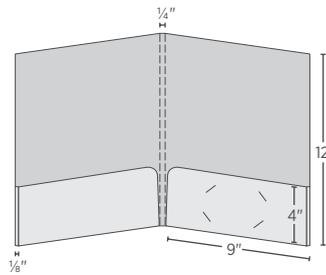
CHECK IT OUT:

Box Pocket Detail

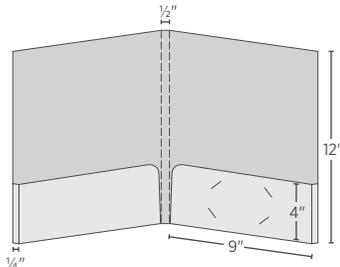


BOX POCKET FOLDERS

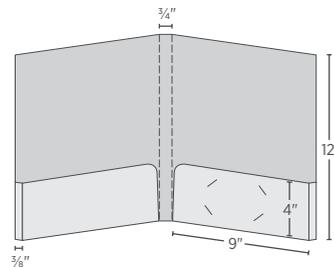
- Holds up to 200 pages
- Available with standard base stocks
- See *pages 10-11* for more expandable folder options



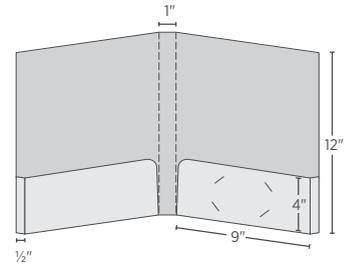
Style #: BP1
Box Pocket Folder
Holds 50 sheets, 25 in each pocket



Style #: BP2
Box Pocket Folder
Holds 100 sheets, 50 in each pocket



Style #: BP3
Box Pocket Folder
Holds 150 sheets, 75 in each pocket



Style #: BP4
Box Pocket Folder
Holds 200 sheets, 100 in each pocket

BOX POCKET FOLDERS



Base Price — Class 1 Stocks	250	500	1,000	1,500	2,000	2,500	3,000	5,000
No Imprint	\$3.069	\$2.279	\$1.663	\$1.473	\$1.337	\$1.205	\$1.140	\$0.935
1 Color	\$4.085	\$2.721	\$1.900	\$1.596	\$1.462	\$1.350	\$1.277	\$1.065
2 Color	\$4.891	\$3.085	\$2.044	\$1.719	\$1.559	\$1.457	\$1.378	\$1.137
1 Standard Foil Color*	\$3.909	\$2.683	\$1.846	\$1.555	\$1.471	\$1.382	\$1.325	\$1.130
Embossing*	\$3.957	\$2.712	\$1.866	\$1.574	\$1.492	\$1.396	\$1.342	\$1.144
Four Color Process	\$5.154	\$3.381	\$2.270	\$1.805	\$1.579	\$1.438	\$1.354	\$1.089

(R) Price shown is per piece. Production time: 5 working days. Add 2 days for heavy ink coverage on spot colors. 12 p.m. CST cutoff for artwork. Pricing is for 1-sided printing only. For double-sided printing, please call or email for a quote. *Price includes one standard foil color or single level emboss with up to 36 total square inches of coverage. See separate price grids on page 25 for pricing on imprint and stock upgrades.

OVERSIZED / EXPANDABLE FOLDERS



CHECK IT OUT:
*Expandable
Gussets*

Style G2

STANDARD SIZED OVERSIZED / EXPANDABLE FOLDERS



Base Price — Class 1 Stocks	50	100	250	500	1,000	1,500	2,000	2,500	3,000	5,000
No Imprint	\$5.665	\$3.288	\$2.006	\$1.472	\$1.140	\$1.074	\$0.979	\$0.911	\$0.861	\$0.769
1 Color	\$9.062	\$5.122	\$2.759	\$1.778	\$1.300	\$1.124	\$1.016	\$0.941	\$0.893	\$0.763
2 Color	\$11.279	\$6.368	\$3.630	\$2.399	\$1.691	\$1.453	\$1.217	\$1.126	\$1.051	\$0.892
1 Standard Foil Color*	\$9.447	\$5.212	\$2.717	\$1.740	\$1.290	\$1.124	\$1.036	\$1.003	\$0.960	\$0.867
Embossing*	\$11.231	\$6.195	\$3.088	\$1.967	\$1.413	\$1.210	\$1.095	\$1.025	\$0.980	\$0.891
Four Color Process	\$16.193	\$9.039	\$4.538	\$2.714	\$1.915	\$1.500	\$1.257	\$1.147	\$1.061	\$0.894

(R) Price shown is per piece. Production time: 3 working days. Add 2 days for heavy ink coverage on spot colors. 12 p.m. CST cutoff for artwork. Pricing is for 1-sided printing only. For double-sided printing, please call or email for a quote. *Price includes one standard foil color or single level emboss with a total coverage area of up to 36 square inches. See separate price grids on page 25 for pricing on imprint and stock upgrades.

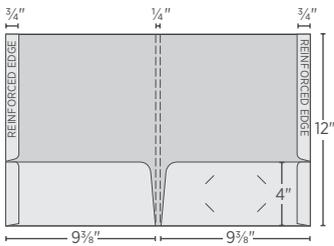
LEGAL SIZED OVERSIZED / EXPANDABLE FOLDERS



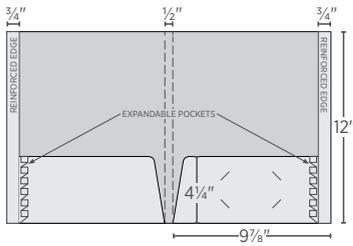
Base Price — Class 1 Stocks	50	100	250	500	1,000	1,500	2,000	2,500	3,000	5,000
No Imprint	\$7.473	\$4.188	\$2.377	\$1.695	\$1.349	\$1.216	\$1.110	\$1.007	\$0.943	\$0.845
1 Color	\$11.953	\$6.831	\$3.276	\$2.132	\$1.567	\$1.351	\$1.240	\$1.158	\$1.083	\$0.960
2 Color	\$14.309	\$7.777	\$3.903	\$2.452	\$1.751	\$1.498	\$1.369	\$1.280	\$1.216	\$1.035
1 Standard Foil Color*	\$11.367	\$6.279	\$3.221	\$2.221	\$1.641	\$1.442	\$1.349	\$1.280	\$1.209	\$1.070
Embossing*	\$13.076	\$7.043	\$3.427	\$2.287	\$1.655	\$1.456	\$1.362	\$1.270	\$1.197	\$1.114
Four Color Process	\$16.299	\$9.202	\$6.200	\$3.516	\$2.165	\$1.742	\$1.518	\$1.386	\$1.298	\$1.042

(R) Price shown is per piece. Production time: 3 working days. Add 2 days for heavy ink coverage on spot colors. 12 p.m. CST cutoff for artwork. Pricing is for 1-sided printing only. For double-sided printing, please call or email for a quote. *Price includes one standard foil color or single level emboss with a total coverage area of up to 36 square inches. See separate price grids on page 25 for pricing on imprint and stock upgrades.

STANDARD

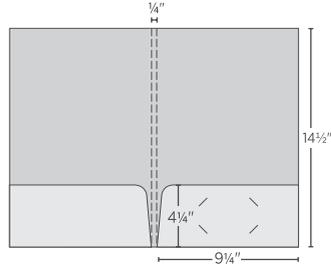


Style #: H2
Two Pocket Expandable Folder with Two Reinforced Edges
Holds 50 sheets, 25 per pocket

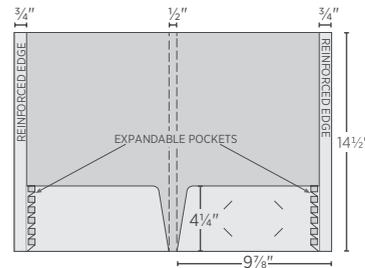


Style #: G2
Two Pocket Expandable Folder with Two Reinforced Edges
Holds 100 sheets, 50 per pocket

LEGAL



Style #: M2EXP
Two Pocket Expandable Legal Size Folder



Style #: L2G
Two Pocket Expandable Legal Size Folder with Two Reinforced Edges

EXPANDABLE FOLDERS

Expandable gussets on style G2 leave enough room for big ideas and big documents – a notepad, catalog, or other large documents like tax returns, for instance.



OVERSIZED / EXPANDABLE LEGAL FOLDERS

- L2G style holds 100 sheets, 50 sheets in each pocket
- M2EXP style holds 40 sheets, 20 sheets in each pocket



DID YOU KNOW?

Real estate professionals know the importance of marketing their business and their clients' listings. With first-rate presentation folders, agents have yet another great way to get their name in front of audiences. **Scan the QR code for more info!**



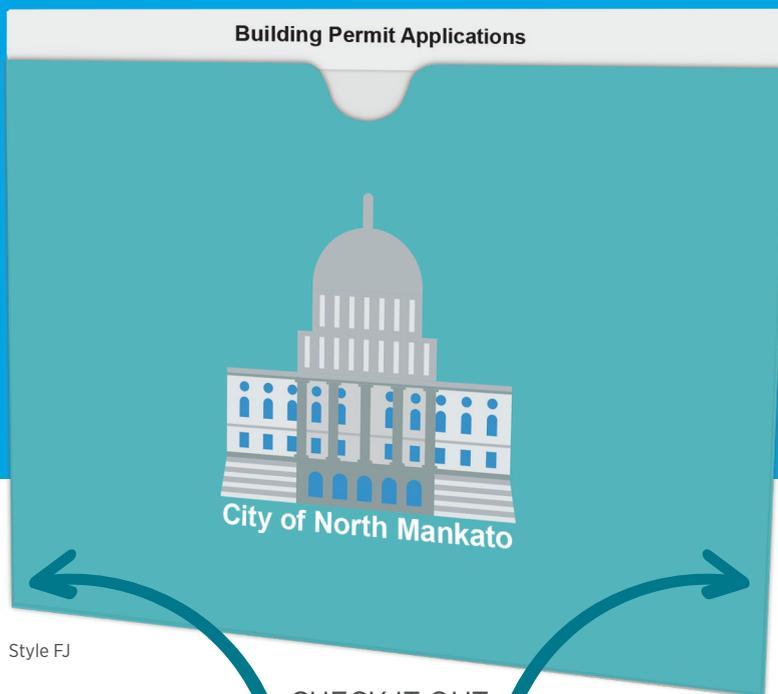
Style M2EXP

FILE FOLDERS



FILE FOLDERS

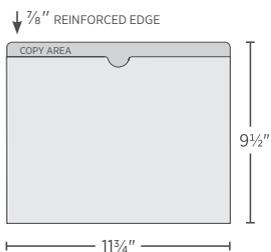
File folders keep important paperwork neat and organized and the printed tab makes them easy to find in any file cabinet. These folders are ideal for any business that keeps paperwork or customer information on file, such as government offices or financial businesses.



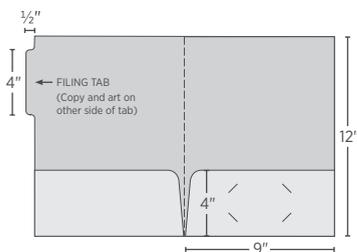
Style FJ

CHECK IT OUT:

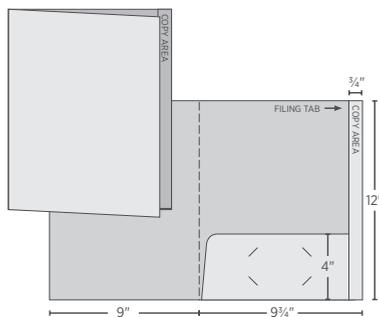
Glued Side Seams



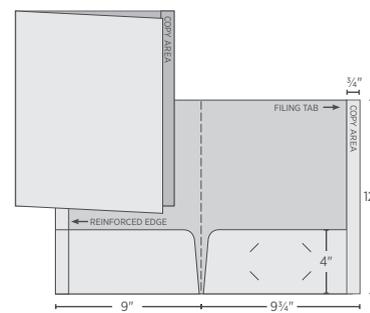
Style #: FJ
File Folder with Reinforced Top Edge and Glued Side Seams



Style #: F2T
Tab File Folder with Two Pockets



Style #: C1
One Pocket File Folder with One Reinforced Edge



Style #: C2
Two Pocket File Folder with Two Reinforced Edges

FILE FOLDERS



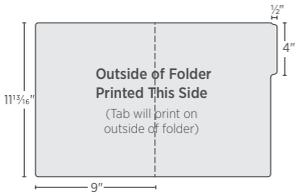
Base Price — Class 1 Stocks	50	100	250	500	1,000	1,500	2,000	2,500	3,000	5,000
No Imprint	\$5.118	\$3.031	\$1.798	\$1.336	\$1.068	\$0.948	\$0.896	\$0.840	\$0.791	\$0.730
1 Color	\$8.181	\$4.626	\$2.499	\$1.618	\$1.153	\$1.022	\$0.896	\$0.838	\$0.795	\$0.695
2 Color	\$10.713	\$6.054	\$3.450	\$2.118	\$1.419	\$1.224	\$1.069	\$1.002	\$0.950	\$0.820
1 Standard Foil Color*	\$9.849	\$5.298	\$2.649	\$1.766	\$1.256	\$1.121	\$0.999	\$0.944	\$0.906	\$0.801
Embossing*	\$11.410	\$6.384	\$2.846	\$1.868	\$1.304	\$1.166	\$1.026	\$0.958	\$0.920	\$0.815
Four Color Process	\$12.115	\$6.795	\$4.029	\$2.388	\$1.463	\$1.189	\$1.062	\$0.965	\$0.912	\$0.755

(R) Price shown is per piece. Production time: 3 working days. Add 2 days for heavy ink coverage on spot colors. 12 p.m. CST cutoff for artwork. Pricing is for 1-sided printing only. For double-sided printing, please call or email for a quote. *Price includes one standard foil color or single level emboss with up to 36 total square inches of coverage. See separate price grids on page 25 for pricing on imprint and stock upgrades.

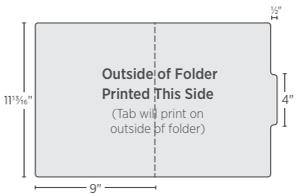


Style TS3

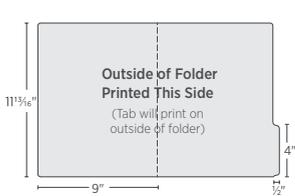
CHECK IT OUT:
*Outside
Tab Printing*



Style #: TS1
No Pocket File Folder, Left Tab



Style #: TS2
No Pocket File Folder, Middle Tab



Style #: TS3
No Pocket File Folder, Right Tab

NO POCKET FILE FOLDERS

Styles: TS1, TS2, TS3



Base Price — Class 1 Stocks	50	100	250	500	1,000	1,500	2,000	2,500	3,000	5,000
No Imprint	\$3.179	\$2.210	\$1.403	\$0.997	\$0.709	\$0.661	\$0.645	\$0.603	\$0.583	\$0.553
1 Color	\$6.645	\$3.942	\$1.875	\$1.408	\$0.911	\$0.816	\$0.762	\$0.714	\$0.676	\$0.625
2 Color	\$8.109	\$4.840	\$2.596	\$1.503	\$1.063	\$0.929	\$0.843	\$0.785	\$0.741	\$0.682
Four Color Process	\$8.658	\$5.323	\$3.009	\$1.817	\$1.216	\$1.012	\$0.905	\$0.834	\$0.778	\$0.659

(R) Price shown is per piece. Production time: 3 working days. Add 2 days for heavy ink coverage on spot colors. 12 p.m. CST cutoff for artwork. Pricing includes printing on outside of folder ONLY. Please call for quote for interior tab printing. Tabs come off of the front of folder. Please call for quote for tabs that come off of the back. See separate pricing grid on page 25 for pricing on stock upgrades.

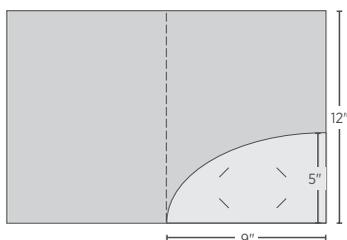
SPECIALTY FOLDERS



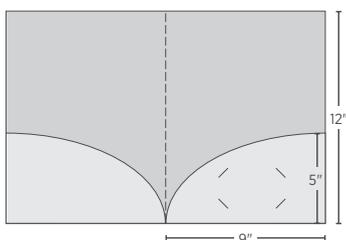
Specialty Folders

One- or two-pocket specialty folders create a bold statement with exquisite style and functionality.

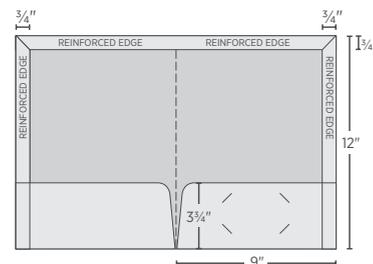
- Stylish, curved pockets help differentiate the folder
- Clean, professional look of BF8 is perfect for tax folders
- Three reinforced edges on TR2 keep sides strong and extra supportive



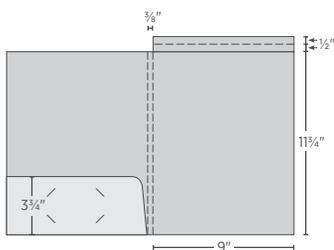
Style #: N1
One Pocket Specialty Folder



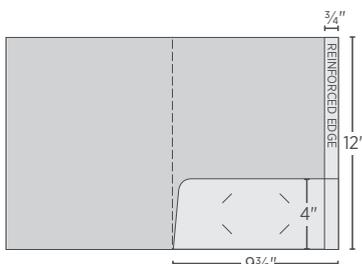
Style #: N2
Two Pocket Specialty Folder



Style #: TR2
Two Pocket Specialty Folder with Three Reinforced Edges



Style #: BF8
Left Hand Pocket Specialty Folder with Full Length tab (popular tax folder)



Style #: J1
One Pocket Folder with One Reinforced Edge



Style #: J2
Two Pocket Folder with Two Reinforced Edges

SPECIALTY FOLDERS



Base Price — Class 1 Stocks	50	100	250	500	1,000	1,500	2,000	2,500	3,000	5,000
No Imprint	\$6.131	\$3.559	\$1.682	\$1.271	\$1.038	\$0.931	\$0.884	\$0.826	\$0.787	\$0.723
1 Color	\$9.138	\$5.166	\$2.723	\$1.746	\$1.232	\$1.094	\$0.949	\$0.884	\$0.841	\$0.737
2 Color	\$10.427	\$5.892	\$3.356	\$2.133	\$1.421	\$1.223	\$1.059	\$0.989	\$0.940	\$0.804
1 Standard Foil Color*	\$8.760	\$4.703	\$2.667	\$1.765	\$1.283	\$1.084	\$1.030	\$0.966	\$0.932	\$0.818
Embossing*	\$11.365	\$6.121	\$2.905	\$1.881	\$1.339	\$1.125	\$1.057	\$0.992	\$0.951	\$0.827
Four Color Process	\$10.963	\$6.387	\$4.692	\$2.727	\$1.652	\$1.367	\$1.160	\$1.056	\$0.995	\$0.817

(R) Price shown is per piece. Production time: 3 working days and 2 additional working days for Style TR2. Add 2 days for heavy ink coverage on spot colors. 12 p.m. CST cutoff for artwork. Pricing is for 1-sided printing only. For double-sided printing, please call or email for a quote. *Price includes one standard foil color or single level emboss with up to 36 total square inches of coverage. See separate price grids on page 25 for pricing on imprint and stock upgrades.

VERTICAL POCKET, GATEFOLD & LANDSCAPE FOLDERS



Style N2

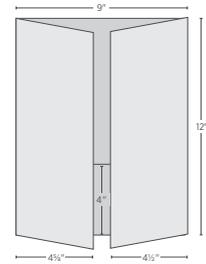


Style GATE

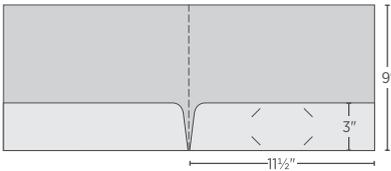


VERTICAL POCKET, GATEFOLD & LANDSCAPE FOLDERS

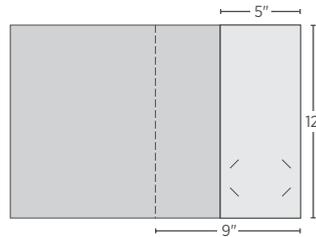
Unique alternative folder styles give a touch of class to any presentation.



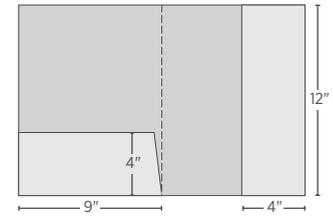
Style #: GATE
One Horizontal Pocket Gatefold Folder



Style #: LS2
Two Pocket Horizontal Folder



Style #: V1
One Vertical Pocket Folder



Style #: HV2
One Vertical Pocket and One Horizontal Pocket Folder

VERTICAL POCKET, GATEFOLD & LANDSCAPE FOLDERS



Base Price — Class 1 Stocks	100	250	500	1,000	1,500	2,000	2,500	3,000	5,000
No Imprint	\$3.925	\$2.280	\$1.629	\$1.311	\$1.196	\$1.089	\$1.029	\$0.993	\$0.919
1 Color	\$5.309	\$2.892	\$1.868	\$1.415	\$1.241	\$1.144	\$1.108	\$1.080	\$0.974
2 Color	\$6.820	\$3.638	\$2.263	\$1.620	\$1.380	\$1.264	\$1.208	\$1.153	\$1.026
1 Standard Foil Color*	\$7.093	\$3.942	\$2.297	\$1.494	\$1.308	\$1.229	\$1.188	\$1.150	\$1.048
Embossing*	\$8.727	\$5.423	\$2.762	\$2.010	\$1.372	\$1.279	\$1.230	\$1.183	\$1.067
Four Color Process	\$8.957	\$4.502	\$2.830	\$1.838	\$1.499	\$1.408	\$1.297	\$1.228	\$1.046

(R) Price shown is per piece. Production time: 3 working days for V1, GATE, and LS2 styles. 7 working days for HV2. Add 2 days for heavy ink coverage on spot colors. 12 p.m. CST cutoff for artwork. Pricing is for 1-sided printing only. For double-sided printing, please call or email for a quote. *Price includes one standard foil color or single level emboss with up to 36 total square inches of coverage. See separate price grids on page 25 for pricing on imprint and stock upgrades.

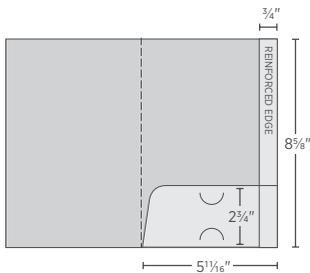
DOCUMENT & MINI FOLDERS



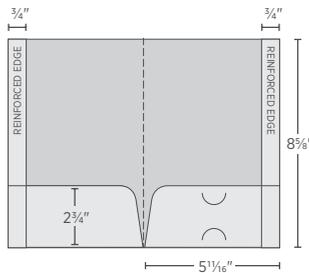
DID YOU KNOW?

- The fold-over flap with two tab closures keeps contents stored securely
- Styles I1 and I2 fit in a 6"x 9" mailing envelope

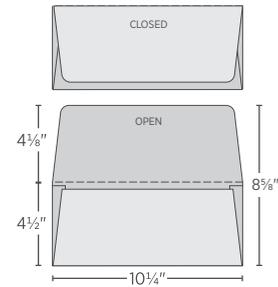
Styles IS2, K



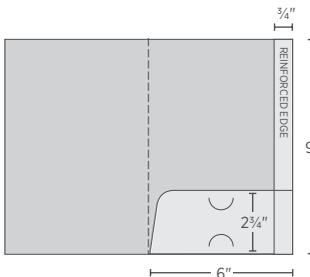
Style #: I1
One Pocket Mini Folder with One Reinforced Edge



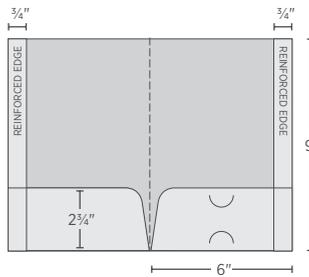
Style #: I2
Two Pocket Mini Folder with Two Reinforced Edges



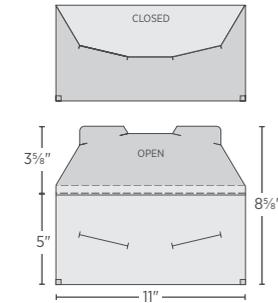
Style #: K
Fold Over Flap Pocket Folder



Style #: IS1
One Pocket Standard Mini Folder with One Reinforced Edge



Style #: IS2
Two Pocket Standard Mini Folder with Two Reinforced Edges



Style #: KCAP
Expandable Fold Over Flap Pocket Folder (3/4" Expansion Gusset)

DOCUMENT & MINI FOLDERS



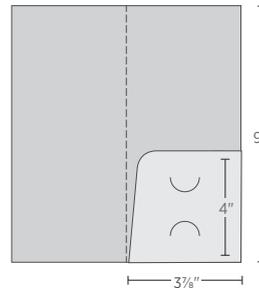
Base Price — Class 1 Stocks	50	100	250	500	1,000	1,500	2,000	2,500	3,000	5,000
No Imprint	\$5.125	\$2.913	\$1.444	\$1.115	\$0.875	\$0.795	\$0.759	\$0.724	\$0.709	\$0.675
1 Color	\$6.995	\$4.066	\$2.105	\$1.350	\$0.976	\$0.865	\$0.815	\$0.768	\$0.736	\$0.662
2 Color	\$8.807	\$5.072	\$2.789	\$1.685	\$1.177	\$1.004	\$0.928	\$0.866	\$0.826	\$0.731
1 Standard Foil Color*	\$9.112	\$4.922	\$2.280	\$1.472	\$1.044	\$0.943	\$0.876	\$0.842	\$0.792	\$0.727
Embossing*	\$10.429	\$5.628	\$2.704	\$1.627	\$1.132	\$0.959	\$0.886	\$0.846	\$0.790	\$0.708
Four Color Process	\$8.497	\$4.900	\$3.051	\$2.021	\$1.373	\$1.234	\$1.098	\$0.987	\$0.886	\$0.799

(R) Price shown is per piece. Production time: 3 working days. Add 2 days for heavy ink coverage on spot colors. 12 p.m. CST cutoff for artwork. Pricing is for 1-sided printing only. For double-sided printing, please call or email for a quote. *Price includes one standard foil color or single level emboss with a total coverage area of up to 25 square inches. See separate price grids on page 25 for pricing on imprint and stock upgrades.

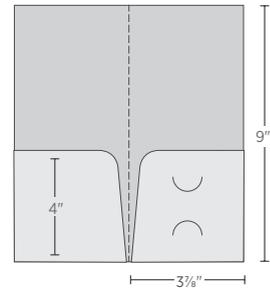


Literature Folders

Literature folders are ideally sized for brochures, making them perfect for handing out marketing materials for your business.



Style #: E1
One Pocket Small Folder

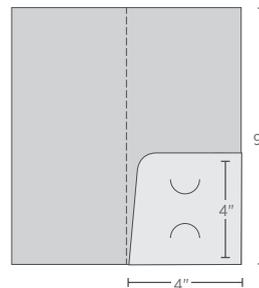


Style #: E2
Two Pocket Small Folder

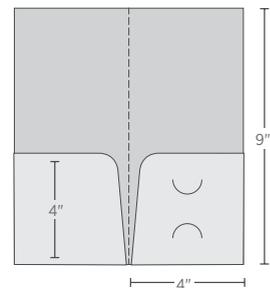


DID YOU KNOW?

There is no additional charge to add standard business card slits to any folder. Let us know you'd like to add them when placing your order!



Style #: ES1
One Pocket Small Folder



Style #: ES2
Two Pocket Small Folder

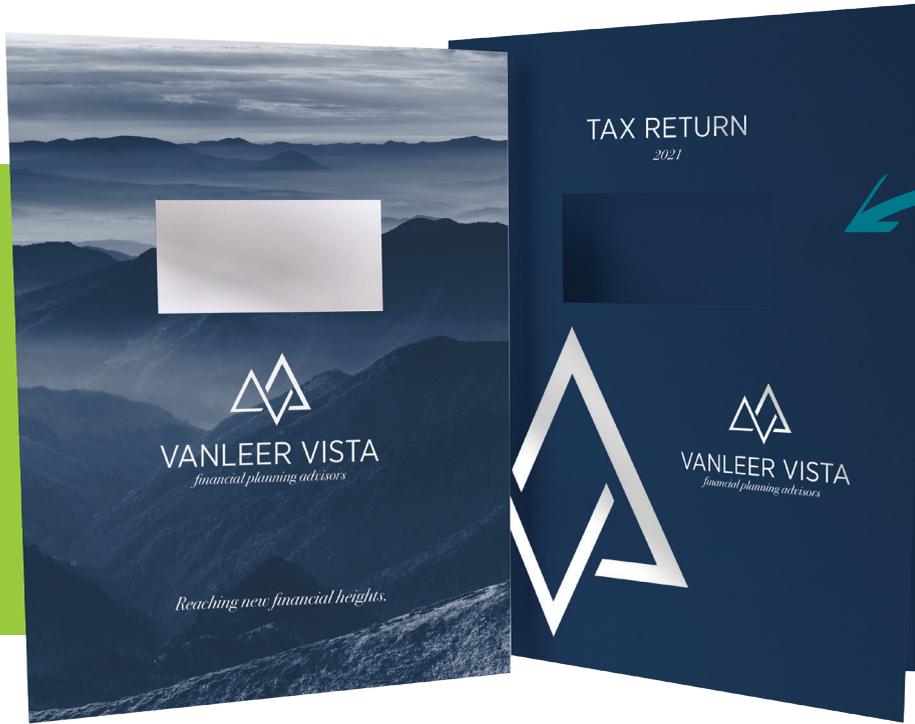
LITERATURE FOLDERS



Base Price — Class 1 Stocks	50	100	250	500	1,000	1,500	2,000	2,500	3,000	5,000
No Imprint	\$4.443	\$2.444	\$1.229	\$0.859	\$0.655	\$0.581	\$0.489	\$0.451	\$0.434	\$0.414
1 Color	\$7.750	\$4.050	\$1.893	\$1.139	\$0.787	\$0.643	\$0.607	\$0.560	\$0.550	\$0.485
2 Color	\$9.937	\$5.357	\$2.406	\$1.468	\$0.959	\$0.827	\$0.749	\$0.680	\$0.630	\$0.544
1 Standard Foil Color*	\$7.892	\$4.331	\$2.092	\$1.282	\$0.901	\$0.757	\$0.695	\$0.667	\$0.617	\$0.534
Embossing*	\$9.888	\$5.297	\$2.382	\$1.475	\$0.958	\$0.791	\$0.712	\$0.679	\$0.624	\$0.534
Four Color Process	\$8.770	\$5.087	\$3.265	\$2.074	\$1.352	\$1.105	\$0.949	\$0.824	\$0.720	\$0.558

(R) Price shown is per piece. Production time: 3 working days. Add 2 days for heavy ink coverage on spot colors. 12 p.m. CST cutoff for artwork. Pricing is for 1-sided printing only. For double-sided printing, please call or email for a quote. *Price includes one standard foil color or single level emboss with a total coverage area of up to 25 square inches. See separate price grids on page 25 for pricing on imprint and stock upgrades. Four corner slits not available.

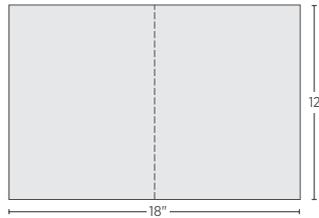
REPORT & TAX COVER FOLDERS



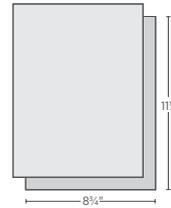
CHECK IT OUT:

Die-cut Window

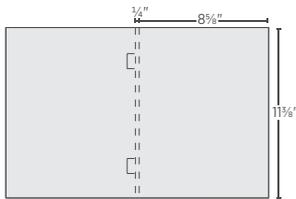
Styles W1, W2



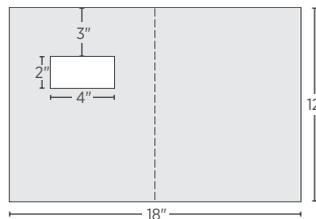
Style #: R1
One Piece Report Cover



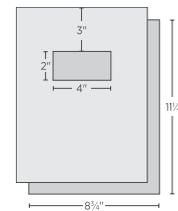
Style #: R2
Two Piece Report Cover



Style #: SS
Side Staple Tabs Report Cover



Style #: W1
One Piece Report Cover with Window



Style #: W2
Two Piece Report Cover with Window

REPORT & TAX COVERS STANDARD SIZE



Base Price — Class 1 Stocks	50	100	250	500	1,000	1,500	2,000	2,500	3,000	5,000
No Imprint	\$3.006	\$1.768	\$1.156	\$0.897	\$0.693	\$0.640	\$0.619	\$0.595	\$0.571	\$0.546
1 Color	\$6.607	\$3.597	\$1.789	\$1.119	\$0.788	\$0.676	\$0.644	\$0.613	\$0.588	\$0.538
2 Color	\$8.727	\$5.083	\$2.358	\$1.459	\$0.978	\$0.823	\$0.748	\$0.710	\$0.674	\$0.593
1 Standard Foil Color*	\$7.104	\$4.181	\$1.968	\$1.303	\$0.911	\$0.829	\$0.775	\$0.714	\$0.686	\$0.638
Embossing*	\$8.834	\$4.930	\$2.039	\$1.328	\$0.968	\$0.842	\$0.781	\$0.716	\$0.685	\$0.628
Four Color Process	\$9.049	\$4.829	\$4.506	\$2.484	\$1.458	\$1.130	\$0.976	\$0.887	\$0.821	\$0.710

(R) Price shown is per piece. Production time: 3 working days. Add 2 days for heavy ink coverage on spot colors. 12 p.m. CST cutoff for artwork. Pricing is for 1-sided printing only. For double-sided printing, please call or email for a quote. *Price includes one standard foil color or single level emboss with a total coverage area of up to 36 square inches. See separate price grids on page 25 for pricing on imprint and stock upgrades.



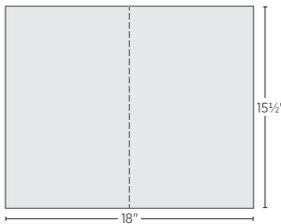
DID YOU KNOW?

Financial and tax professionals use these tax and report covers to stay on-brand while presenting a polished appearance. **Scan the QR code for more info!**

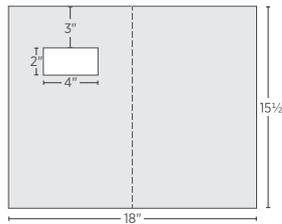


WHEN IT MATTERS

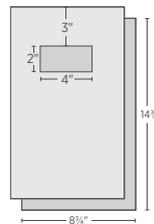
Report covers put that professional touch on important reports and tax presentations.



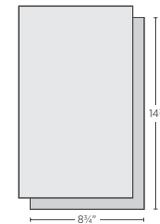
Style #: R1L
One Piece Legal Report Cover



Style #: W1L
One Piece Legal Report Cover with Window



Style #: W2L
Two Piece Legal Report Cover with Window



Style #: R2L
Two Piece Legal Report Cover

REPORT & TAX COVERS LEGAL SIZE



Base Price — Class 1 Stocks	50	100	250	500	1,000	1,500	2,000	2,500	3,000	5,000
No Imprint	\$3.011	\$1.822	\$1.237	\$1.020	\$0.892	\$0.850	\$0.829	\$0.803	\$0.766	\$0.714
1 Color	\$6.756	\$3.720	\$2.163	\$1.452	\$1.121	\$0.999	\$0.932	\$0.886	\$0.863	\$0.782
2 Color	\$8.639	\$5.055	\$2.795	\$1.707	\$1.239	\$1.065	\$0.990	\$0.925	\$0.876	\$0.800
1 Standard Foil Color*	\$7.206	\$4.300	\$2.287	\$1.557	\$1.179	\$1.061	\$0.997	\$0.978	\$0.960	\$0.925
Embossing*	\$9.447	\$5.030	\$2.508	\$1.700	\$1.277	\$1.109	\$1.055	\$1.003	\$0.973	\$0.925
Four Color Process	\$10.779	\$5.805	\$4.936	\$2.697	\$1.674	\$1.390	\$1.191	\$1.109	\$1.052	\$0.990

(R) Price shown is per piece. Production time: 3 working days. Add 2 days for heavy ink coverage on spot colors. 12 p.m. CST cutoff for artwork. Pricing is for 1-sided printing only. For double-sided printing, please call or email for a quote. *Price includes one standard foil color or single level emboss with a total coverage area of up to 36 square inches. See separate price grids on page 25 for pricing on imprint and stock upgrades.

CERTIFICATE HOLDERS



Style CH



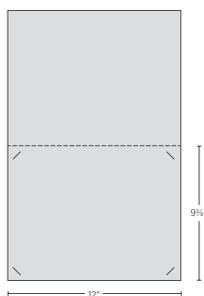
SMART SOLUTIONS

We provide distinguished branding and practical options. With our line of education folders, Higher Ed administrators and recruiters can hand out their content in style. **Scan the QR code below for more insight!**



ALL IN THE DETAILS

- Deliver scholarship and award information to students in custom certificate holders
- Certificate holders can hold 8 ½" x 11" or 8" x 10" certificates



Style #: CH
Certificate Holder

Certificate Holder Styles:



DB1

DB2

DB3

CERTIFICATE HOLDERS

Styles: CH



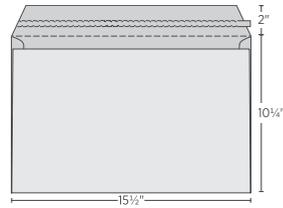
Base Price — Class 1 Stocks	50	100	250	500	1,000	1,500	2,000	2,500	3,000	5,000
No Imprint	\$2.671	\$1.570	\$1.029	\$0.821	\$0.704	\$0.661	\$0.645	\$0.619	\$0.591	\$0.554
1 Color	\$6.316	\$3.448	\$1.957	\$1.290	\$0.983	\$0.886	\$0.832	\$0.790	\$0.743	\$0.673
2 Color	\$7.892	\$4.752	\$2.668	\$1.528	\$1.082	\$0.924	\$0.853	\$0.803	\$0.756	\$0.680
1 Standard Foil Color*	\$7.427	\$4.370	\$2.317	\$1.543	\$1.144	\$1.013	\$0.953	\$0.917	\$0.892	\$0.853
Embossing*	\$9.494	\$5.296	\$2.579	\$1.705	\$1.250	\$1.085	\$1.002	\$0.946	\$0.907	\$0.859
Four Color Process	\$13.143	\$7.911	\$4.554	\$2.606	\$1.551	\$1.216	\$1.036	\$0.958	\$0.909	\$0.834

(R) Price shown is per piece. Production time: 3 working days. Add 2 days for heavy ink coverage on spot colors. 12 p.m. CST cutoff for artwork. When placing order please indicate orientation of folder - landscape or portrait. Pricing is for 1-sided printing only. For double-sided printing, please call or email for a quote. *Price includes one standard foil color or single level emboss with a total coverage area of up to 36 square inches. See separate price grids on page 25 for pricing on imprint and stock upgrades.

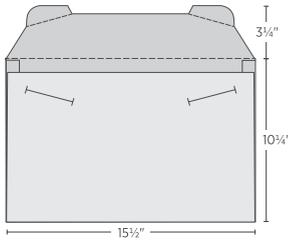
PORTFOLIOS & MAILERS



LEGAL

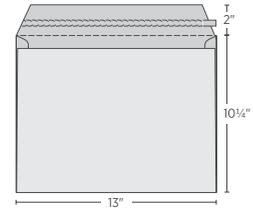


Style #: ZIPL
Zip Strip Mailer with
Tape Strip

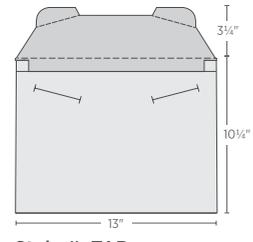


Style #: TABL
Tab Mailer

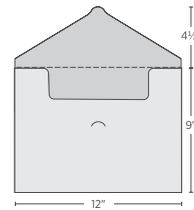
STANDARD



Style #: ZIP
Zip Strip Mailer with
Tape Strip



Style #: TAB
Tab Mailer



Style #: PNE
Portfolio, holds up to 25 sheets



ONE-OF-A-KIND EXPERIENCE

Add a feeling of elegance and importance to big life events! Personalized portfolios are an ideal way to package important papers, and mailers make receiving a certificate in the mail more exciting.

STANDARD PORTFOLIOS & MAILERS

Styles: TAB, ZIP, PNE



Base Price — Class 1 Stocks	100	250	500	1,000	1,500	2,000	2,500	3,000	5,000
No Imprint	\$4.051	\$2.161	\$1.871	\$1.526	\$1.333	\$1.228	\$1.188	\$1.117	\$0.879
1 Color	\$6.205	\$3.383	\$2.277	\$1.670	\$1.408	\$1.241	\$1.158	\$1.098	\$0.966
2 Color	\$8.524	\$4.399	\$2.956	\$2.036	\$1.679	\$1.456	\$1.342	\$1.259	\$1.074
Four Color Process	\$10.424	\$6.192	\$3.647	\$2.270	\$1.913	\$1.676	\$1.456	\$1.346	\$1.175

(R) Price shown is per piece. Production time: 5 working days. Add 2 days for heavy ink coverage on spot colors. 12 p.m. CST cutoff for artwork. Pricing is for 1-sided printing only. For double-sided printing, please call or email for a quote. Stock upgrades are available but limited to 10pt., 12pt., 80lb., or 100lb. weight stocks.

LEGAL PORTFOLIOS & MAILERS

Styles: ZIPL, TABL



Base Price — Class 1 Stocks	100	250	500	1,000	1,500	2,000	2,500	3,000	5,000
No Imprint	\$3.980	\$2.123	\$1.838	\$1.500	\$1.310	\$1.206	\$1.167	\$1.097	\$0.863
1 Color	\$6.320	\$3.445	\$2.318	\$1.700	\$1.433	\$1.264	\$1.179	\$1.118	\$0.984
2 Color	\$8.206	\$4.234	\$2.846	\$1.961	\$1.616	\$1.401	\$1.291	\$1.212	\$1.034
Four Color Process	\$10.327	\$6.135	\$3.612	\$2.250	\$1.895	\$1.661	\$1.443	\$1.333	\$1.164

(R) Price shown is per piece. Production time: 5 working days. Add 2 days for heavy ink coverage on spot colors. 12 p.m. CST cutoff for artwork. Pricing is for 1-sided printing only. For double-sided printing, please call or email for a quote. Stock upgrades are available but limited to 10pt., 12pt., 80lb., or 100lb. weight stocks.

TRI-PANEL FOLDERS, CARD CARRIERS & TABLE TENTS



Here's Another Idea

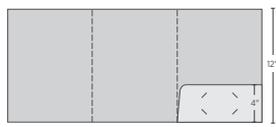
Enhance the look of a gift card simply by pairing it with a card carrier!

Styles F3, CJ, Y, TT46

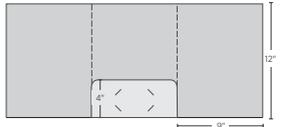
Tri-Panel Folder Styles



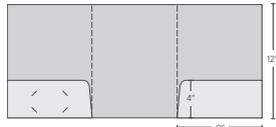
Style #: F3*



Style #: TP1

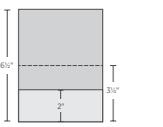


Style #: FM1*



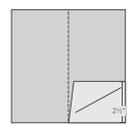
Style #: TP2

Card Carrier Styles



Style #: CF

One Pocket Horizontal Folded Card Carrier



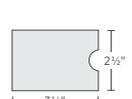
Style #: Y

One Pocket Vertical Folded Card Carrier



Style #: CU

Folded Card Carrier



Style #: CJ

Sleeve Style Card Carrier

Table Tent Style



Style #: TT46

Table Tent

TRI-PANEL FOLDERS



Base Price — Class 1 Stocks	100	250	500	1,000	1,500	2,000	2,500	3,000	5,000
1 Color	\$5.928	\$3.251	\$2.291	\$1.786	\$1.553	\$1.407	\$1.314	\$1.235	\$1.116
2 Color	\$7.394	\$3.886	\$2.801	\$1.870	\$1.591	\$1.419	\$1.384	\$1.298	\$1.211
1 Standard Foil Color**	\$6.754	\$3.814	\$2.559	\$1.898	\$1.743	\$1.708	\$1.624	\$1.554	\$1.439
Embossing*	\$8.540	\$4.376	\$2.896	\$2.120	\$1.816	\$1.774	\$1.679	\$1.605	\$1.476
Four Color Process	\$11.096	\$5.212	\$3.357	\$2.187	\$1.767	\$1.547	\$1.424	\$1.334	\$1.129

(R) Price shown is per piece. Production time: 5 working days. Add 2 days for heavy ink coverage on spot colors. 12 p.m. CST cutoff for artwork. Pricing is for 1-sided printing only. For double-sided printing, please call or email for a quote. *F3 center pocket is unglued. FM1 pocket is glued on both sides. **Price includes one standard foil color or single level emboss with up to 36 square inches of coverage. See separate price grids on page 25 for pricing on imprint and stock upgrades.

CARD CARRIERS



Base Price — Class 1 Stocks	250	500	1,000	1,500	2,000	2,500	3,000	5,000
No Imprint	\$1.477	\$0.843	\$0.526	\$0.473	\$0.406	\$0.368	\$0.345	\$0.298
1 Color	\$1.816	\$1.002	\$0.661	\$0.620	\$0.559	\$0.500	\$0.461	\$0.365
2 Color	\$2.033	\$1.067	\$0.857	\$0.781	\$0.683	\$0.559	\$0.503	\$0.414
1 Standard Foil Color*	\$1.793	\$1.183	\$0.904	\$0.749	\$0.612	\$0.510	\$0.434	\$0.386
Embossing*	\$2.225	\$1.386	\$0.966	\$0.754	\$0.615	\$0.526	\$0.452	\$0.390
Four Color Process	\$3.604	\$2.257	\$1.298	\$1.008	\$0.803	\$0.749	\$0.636	\$0.490

(R) Price shown is per piece. Production time: 3 working days. Add 2 days for heavy ink coverage on spot colors. 12 p.m. CST cutoff for artwork. Pricing is for 1-sided printing only. For double-sided printing, please call or email for a quote. *Price includes one standard foil color or single level emboss with a total coverage area of up to 36 square inches. See separate price grids on page 25 for pricing on imprint and stock upgrades. Paper stocks for style CJ are limited to paper stock weights of 12pt, CIS, and 100lb or greater.

TABLE TENTS



White Semi-Gloss 16 pt. CIS Only	100	250	500	1,000	1,500	2,000	2,500	3,000	5,000
Four Color Process (Printed on one side)	\$3.623	\$1.614	\$0.964	\$0.638	\$0.504	\$0.415	\$0.362	\$0.325	\$0.254

(R) Price shown is per piece. Production time: 3 working days. 12 p.m. CST cutoff for artwork. Pricing is for 1-sided printing only. For double-sided printing, please call or email for a quote. See separate price grids on page 25 for pricing on imprint upgrades. Call for a quote on other stock options.

STOCKS, FOILS, INKS & UPGRADES

PRINT PROCESS CODES

ENVIRONMENTAL PAPER CODES****

	STOCKS	☉	FC	UV	F	E	LAM	RE	GSC	CN	♻️	PCW	FSC
CLASS 1	White Semi-Gloss 10 pt. C1S <i>New!</i>	x	x	x	x	x	x						x
	White Semi-Gloss 10 pt. C2S	x	x	x	x	x	x						x
	White Semi-Gloss 12 pt. C1S	x	x	x	x	x	x						x
	White Smooth 80 lb.	x	x		x	x	x						x
CLASS 2	White Semi-Gloss 12 pt. C2S	x	x	x	x	x	x						x
	White Semi-Gloss 14 pt. C1S	x	x	x	x	x	x						x
	White Silk 100 lb.	x	x	x	x	x	x	x	x		x	10%	
	Manila Tag 150 lb.	x	x*		x	x	x						x
	White Smooth 110 lb.	x	x*		x	x	x						x
	Cougar® White Smooth 100 lb.	x	x*		x	x	x				x	10%	x
	Natural Smooth 80 lb.	x	x*		x	x	x		x		30%	10%	x
	White Fiber 80 lb.	x	x		x	x	x		x		x	x	x
	Bright White Linen 80 lb.	x	x*		x	x							
	Warm White Linen 80 lb.	x	x*		x	x			x		30%	30%	
	Ivory Linen 80 lb.	x***	x*		x	x			x		x	x	
	Gray Linen 80 lb.	x			x	x			x		x	x	
	Charcoal Linen 80 lb.	x			x	x			x				
	White Felt 80 lb.	x	x		x	x			x	x		x	x
CLASS 3	White Semi-Gloss 14 pt. C2S	x	x	x	x	x	x						x
	White Semi-Gloss 16 pt. C1S	x	x	x	x	x	x						x
	Navy Linen 80 lb.	x			x	x			x				
	Black Linen 80 lb.	x			x	x			x				
	Burgundy Linen 80 lb.	x			x	x		x	x		x	x	x
	Emerald Green Linen 80 lb.	x			x	x		x	x		x	x	x
	Bright White Linen 100 lb.	x	x*		x	x							
	Natural Fiber 80 lb.	x	x*		x	x	x		x		x	x	x
	Environment® Desert Storm 80 lb.	x**			x	x	x		x		x	30%	x
	Hunter Green Felt 80 lb.	x			x	x			x	x		x	x
Black Felt 80 lb.	x			x	x			x	x		x	x	
CLASS 4	Red Linen 80 lb.	x			x	x		x	x				x
	CLASSIC CREST® Natural White 80 lb.	x	x*		x	x	x	x	x	x			x
	CLASSIC CREST® Solar White 80 lb.	x	x		x	x	x	x	x	x			x
	CLASSIC® Linen Natural White 100 lb.	x	x*		x	x		x	x	x			x
	White Semi-Gloss 16 pt. C2S <i>New!</i>	x	x	x	x	x	x						x
	White Semi-Gloss 18 pt. C1S	x	x	x	x	x	x						x
	Navy Linen 100 lb.	x			x	x			x	x		x	x
	Eggplant Linen 80 lb.	x			x	x			x	x	x	x	x
	Red Felt 80 lb.	x			x	x			x	x			x
	Emerald Green Linen 100 lb.	x			x	x			x		x	x	x
	Burgundy Linen 100 lb.	x			x	x			x	x		x	x
Black Linen 100 lb.	x			x	x			x	x		x		

STANDARD INK COLORS



FOIL COLORS



Colors shown are a close representation. Exact color will vary.

STOCKS, FOILS, INKS & UPGRADES

STOCK CODES

Point (pt.): Caliper refers to the thickness of a single sheet of paper in thousandths of an inch.

Pound (lb.): Weight of 500 sheets in the stock's industry standard basic size (different for all paper types).

Uncoated Paper: Has a flat finish and is available in many textures. Uncoated has a porous, more natural feel. Most recycled paper is uncoated. Ink will soak into fibers of the paper. As a result, inks will appear different when printed on uncoated paper versus coated.

C1S Paper: Paper coated on one side.

C2S Paper: Paper coated on both sides.

Gloss Finish: Provides a lot of "shine" resulting in higher contrast. Good for full color images where color needs to "pop". However, this finish is very sensitive to dust and fingerprints (on UV Gloss Finish).

Semi-Gloss Paper: Provides a great compromise between a smooth/matte finish and a gloss finish. Helps reduce glare, dust and fingerprint issues.

Silk: Provides very little glare. Good for enhancing designs with more subdued layouts and color sets.

PRINT PROCESS CODES

	Spot Color
FC	Full Color Process
UV	UV Gloss Coating
F	Foil
E	Emboss
LAM	Lamination

ENVIRONMENTAL PAPER CODES

CN	Carbon Neutral: This stock was made using carbon neutral processes with energy derived from natural processes that are replenished constantly.
FSC	Forest Stewardship Council: This paper originates in a Forest Stewardship Council (FSC) certified sustainable, well-managed forest.
GSC	Green Seal Certified: Stock contains at least 30% post-consumer material.
PCW	Post-Consumer Waste: This stock was made using a certain percentage of recycled material (post-consumer waste).
RE	Renewable Energy: This stock was manufactured using 100% renewable energy.
	Recycled Material: This stock is made from recycled material.

STOCK UPGRADE

Add Charges to Base Price Per Piece	50	100	250	500	1,000	1,500	2,000	2,500	3,000	5,000
Class 2	\$0.160	\$0.160	\$0.160	\$0.160	\$0.160	\$0.160	\$0.160	\$0.160	\$0.160	\$0.160
Class 3	\$0.305	\$0.305	\$0.305	\$0.305	\$0.305	\$0.305	\$0.305	\$0.305	\$0.305	\$0.305
Class 4	\$0.596	\$0.596	\$0.596	\$0.596	\$0.596	\$0.596	\$0.596	\$0.596	\$0.596	\$0.596

(R) Price shown is per piece. These stocks are available on any folder product where the Stock Upgrade icon is shown. The price per piece for all stock upgrades do not vary by quantity. Stocks will be printed flat unless otherwise indicated.

LAMINATION UPGRADE

Add Charges to Base Price Per Piece	50	100	250	500	1,000	1,500	2,000	2,500	3,000	5,000
Soft Touch Lamination	\$4.330	\$2.568	\$1.194	\$0.894	\$0.797	\$0.761	\$0.738	\$0.721	\$0.707	\$0.672
Gloss Lamination	\$4.202	\$2.173	\$0.955	\$0.565	\$0.471	\$0.445	\$0.432	\$0.425	\$0.420	\$0.409

(R) Price shown is per piece. Production time: 3 working days. Lamination available single-sided only. For best results recommended use on coated stocks only. Lamination is available on any stock indicated in the stock chart on page 28.

IMPRINT UPGRADE

Add Charges to Base Price Per Piece	50	100	250	500	1,000	1,500	2,000	2,500	3,000	5,000
Heavy Ink Coverage**	\$3.842	\$1.970	\$0.821	\$0.441	\$0.260	\$0.185	\$0.154	\$0.133	\$0.123	\$0.084
UV Gloss Coating	\$1.440	\$0.774	\$0.332	\$0.213	\$0.154	\$0.137	\$0.133	\$0.117	\$0.117	\$0.110
AQ Coating	\$0.509	\$0.269	\$0.125	\$0.079	\$0.054	\$0.046	\$0.042	\$0.039	\$0.038	\$0.035
Additional Ink	\$3.799	\$1.936	\$0.796	\$0.416	\$0.237	\$0.173	\$0.136	\$0.122	\$0.104	\$0.072
Additional Foil Stamp Color*	\$3.986	\$2.157	\$0.884	\$0.509	\$0.314	\$0.262	\$0.225	\$0.202	\$0.185	\$0.135
Additional Emboss Area*	\$9.908	\$5.092	\$2.079	\$1.144	\$0.636	\$0.444	\$0.344	\$0.292	\$0.272	\$0.187
4/4 Printing <i>New!</i>	\$9.760	\$4.934	\$2.044	\$1.087	\$0.590	\$0.424	\$0.339	\$0.288	\$0.257	\$0.204

(R) Price shown is per piece. *Price includes one standard foil color or single level emboss with a total coverage area of up to 36 square inches. Additional Run Upgrades can only be combined with like processes and can not be crossed over, meaning additional foil or embossing cannot be added to Ink printing base price. Additional options increase production time, call for estimate. **Heavy ink coverage adds 2 production days.

SHRINK WRAPPING UPGRADE

Add Charges to Base Price Per Piece	50	100	250	500	1,000	1,500	2,000	2,500	3,000	5,000
Shrink Wrap 25s	\$0.098	\$0.098	\$0.098	\$0.097	\$0.097	\$0.097	\$0.097	\$0.097	\$0.097	\$0.096
Shrink Wrap 50s	\$0.057	\$0.057	\$0.057	\$0.055	\$0.055	\$0.055	\$0.055	\$0.055	\$0.055	\$0.055

(R) Price shown is per piece.



GENERAL ORDERING INFORMATION

ORDER BY PHONE OR DISCUSS ORDER OR QUOTE

Call 1-877-294-5028

ORDER BY E-MAIL

orders@folderworks.com

QUOTES BY EMAIL

estimating@folderworks.com

CUSTOMER SERVICE BY EMAIL

customerservice@folderworks.com

CHANGES OR CANCELLATIONS

Changes to orders in progress may require additional charges and/or time. Cancellations after an order is in progress will require payment for work completed.

ORDER STANDARD PRACTICES

FINAL FOLDING & SHIPPING

Folders are shipped flat/open. If folders need to be folded in half when they are shipped, please indicate on order blank. Additional charges may apply to unglued folders.

BUSINESS CARD SLITS

- Standard business card slit options include horizontal, vertical or half moon slits centered on the pocket.
- Slits can be centered on either the right, left or both pockets for no additional charge.
- The business card slits depicted on the line art for each product style throughout the catalog are for position only. Please specify position on your order.
- For special slit orientation or other slit options please call for a quote.



Horizontal



Vertical



Half Moon
Horizontal



Half Moon
Vertical



Universal
Half Moon

PROOFS

- Your first electronic proof is FREE! A PDF proof is available upon request at time of ordering. Color proofs may not be exact. Add two working days to the production time when requesting a proof. Call for a quote.
- Press proofs available. Call for a quote.

ART CHANGES

If your layout requires special attention or your artwork is unsuitable for reproduction, we will make the necessary changes. You will be notified if artwork charges apply.

OVER/UNDERRUNS

All presentation folder orders are considered to be "exact quantity" orders. We send you the quantity you order. Absolutely no shortages! And, if we produce extras, we will not automatically send the extras and charge you for them.

RUSH ORDERS

If production schedule allows, charges for rush orders are based on time constraints and complexity of the order. Contact us for availability and pricing.

THIRD-PARTY SHIPPING

Additional charges apply; contact us for pricing.

DROP SHIP

Additional charge applies per location.

INSIDE COPY

Printing inside above pockets requires an extra charge due to the additional press run required. Call for quote. Additional production time is also required.

POCKET COPY

When laying out copy for folder pockets, allow $\frac{3}{4}$ " additional margin for reinforced edges. Printing on folder pockets is not considered inside copy.

DIE CHARGES

A die setup charge will be applied for an envelope slit, $\frac{1}{4}$ " custom pad slit, flash drive slits, or file card punch out. Custom die cut dies will vary in cost according to the size and amount of detail in your design. Call or send design for a price quote. Allow five working days. Dies will be stored at FolderWorks™ at no additional cost unless otherwise requested. Any die that is not used within 12 months will no longer be stored at FolderWorks™ and will need to be repurchased.

ADDITIONAL DIE SET-UP

Additional die set-up charges will be applied as necessary if the 36 total square inches of coverage is exceeded.

COATED STOCKS

If your artwork requires copy to be printed across score/fold lines (ie. folder spine or pocket folds) we recommend changing to a 12 pt. stock to minimize the potential for cracking along those score/fold lines.

UNCOATED STOCKS

If your artwork requires copy to be printed across score/fold lines (ie. folder spine or pocket folds), we recommend changing to a 100 lb. stock to minimize the potential for cracking along those score/fold lines.

RIGHTS TO PROMOTION & PRICING

FolderWorks™ reserves the right to use all products in our advertising and displays unless specified in writing at the time of order. Prices are subject to change without notice.

INKS

HEAVY INK COVERAGE

- Any solid or screened areas exceeding 15% of the front or back cover (4" x 4" area) must be flat printed.
- Any solid areas of spot color exceeding 50% of the front or back cover will require the heavy ink coverage add-on price. Additional production time will apply.

STANDARD AND PMS INKS

All standard and PMS inks are translucent. There is no additional charge for PMS inks. We do not recommend printing ink on dark colored stocks due to the ink discoloring. A no-charge reprint is not available when printing inks on dark colored stocks.

COLOR MATCHING

- Industry standard ink densities are used for PANTONE® Matching System (PMS) inks.
- No extra charge for using PMS inks!
- If color matching is needed, a sample is required and must be clarified and approved before production begins.
- Colored stocks may alter the appearance of the chosen ink color(s). Exact match is not guaranteed.

SPECIAL INK

Special inks are available per color by selecting from the PANTONE® Color Formula Guide. Requesting an exact match from a color swatch or sample may require an additional color match charge.

SCREENS

A screen is a dot pattern of a solid ink color that makes that color look lighter. For example, when red ink is screened it looks pink. There is no additional charge for screens. Standard screen percentage is 20%, which will be used unless otherwise indicated. We use a line screen of 120.

COATINGS TERMS

Aqueous Coating: This is a clear, fast-drying coating used to protect printed pieces. Aqueous satin and gloss coatings are available upon request.

Gloss: This is a glossy coating over the entire printed surface of a folder. See imprint upgrade table below.

Laminating: Gloss lamination provides a protective coating that produces a shiny, glass-like appearance that enhances the color and vibrancy of inks. Soft touch lamination offers a protective finish with a matte effect and a soft, velvet-like texture. These distinctive features appeal to tactile senses and encourage engagement.

Spot Gloss: This coating applies a highlighted high gloss sheen to targeted areas of your design.

UV Coating: Ultraviolet (UV) coatings provide added durability, and UV cured coatings are thicker and more protective than varnish or aqueous coatings. The following UV coating options are available for use on our coated paper stocks identified in the table on page 24.

FOIL STAMPING OR EMBOSsing

FOIL STAMPING OR EMBOSsing DIE CHARGES

For orders with foil stamping or single-level embossing with up to 36 total square inches of coverage, there is no additional charge for dies. For orders not within these parameters or for special foil colors, call or send artwork for a quote. Charges for dies vary according to the size and amount of detail in your design. We will notify you of any additional costs before processing your order. Send actual sized artwork or a sample for an estimated die charge.

FOIL AND EMBOSsing DIES

This is a process that combines foil stamping and embossing into one press run. A brass die is required for this process. Send artwork for a quote.

DIE TYPES

Various types of dies are available.

Magnesium Dies: These single level dies are used for foil stamping. They will be recycled after use.

Copper Dies: These single-level dies are used for foil stamping and embossing. Copper dies provide crisp quality without the expense of a brass die. Copper dies are recycled after use.

Brass Dies: These single or multi-level sculpted dies are used for embossing or foil embossing. These dies produce a deep, crisp image with well-defined edges. NOTE: fine lines and type do not foil emboss well. Mail or e-mail artwork for a quote.

SOFTWARE

NATIVE APPLICATIONS

We accept files created in the following native applications:

- Acrobat PDF (MAC & PC)
- Adobe Photoshop® (MAC & PC)
- Adobe Illustrator® (MAC & PC)
- Encapsulated Postscript Files (EPS)

We DO NOT accept files created in the following native applications:

- Microsoft® PowerPoint® (MAC & PC)
- Microsoft® Excel® (MAC & PC)
- Microsoft® Word® (MAC & PC)
- Microsoft® Publisher® (MAC & PC)
- CorelDRAW® (MAC & PC)

ELECTRONIC GUIDELINES

FILE REQUIREMENTS

Create one item sized correctly per document. Placed graphics and text should be sized at 100%.

FONTS

Using your illustration program, convert all text to curves or create outlines in your files. Never use the stylization palette to bold, italicize, add drop shadow to, or put outlines on your fonts. If you are using fonts not owned by Navitor, outlines must be created in an illustration program before submitting your artwork.

MARGIN REQUIREMENTS

For spot color printing using one or more spot colors, artwork must have the position noted in the special instructions, or a sample must be attached. Four color process printing should have at least 1/8" (.125") margins.

BLEED REQUIREMENTS

Allow 1/8" (.125") on all sides. Make sure the text still maintains the required margin even when graphics bleed.

SPOT COLOR PRINTING

Submit black and white bitmap images at 600 dpi and grayscale mode images at 600 dpi for standard spot printing.

COLOR REQUIREMENTS

Navitor now has a new Accurate Color System. You can now send your files colored using the intended PANTONE® Matching System (PMS) color instead of having to color it using CMYK colors. Every effort will be made to print your intended color within acceptable standards.

FOUR COLOR PROCESS

- Every element of the file must be colored with process CMYK colors (no RGB, indexed color, etc.). Files must be 300 dpi or higher.
- PANTONE® Matching System (PMS) spot colors and process colors are produced using different methods. Therefore, colors produced in four color process will differ from PANTONE® spot colors, sometimes significantly. Refer to a Solid to Process Color Imaging Guide for color conversions.

PRINTING BLACK VS. BLACK FOR FOUR COLOR ORDERS

Use printing black (C-80%, M-80%, Y-80%, K-95%) instead of 100% black when in registration with other colors, in areas with heavy ink coverage, and for bold type or lines (2.5 points or thicker). Use 100% black in all other instances. If the CMYK mixes used in your file do not match the Multicolor numbers chosen, we will use the file as is and print as a "CMYK Scan" with no guarantees.

SWATCH LIBRARY

Our Swatch Library can be installed on equipment that is running any Adobe product. This will give you access to all of our colors and their mix settings to ensure that we print exactly what you create. The instruction file will walk you through process of setting up the file. The library and instructions for installation can be found under "Help and Resources" on our website.

COLORING YOUR ARTWORK FOR SPOT COLORS

COLORING YOUR FILES FOR SPOT COLOR PRINTING

Desired Ink Color	Name Your Color Swatch
Black	Black
Brick Red	Brick Red
Brown	Brown
Burgundy	Burgundy
Dark Blue	Dark Blue
Forest Green	Forest Green
Gray	Gray
Green	Green
Light Blue	Light Blue
Orange	Orange
Red	Red
Reflex Blue	Reflex Blue
Teal	Teal
Any Foil or Embossing	Conversion (CRUCIAL for die ordering)
PMS Ink	Use actual PANTONE® Spot Color Swatch*

COLORING YOUR FILES FOR MULTIPLE SPOT COLOR PRINTING

Desired Ink Color	Use These Colors
Any 2 Standard Colors	Actual Color
Black & 1 PMS Ink	Black & PANTONE® Spot Color Swatch*
2 PMS Inks	PANTONE® Spot Color Swatch*
1 Standard & 1 PMS Ink	Actual Color & PANTONE® Spot Color Swatch*
Black & Foil	Black & Conversion
Black & Embossing	Black & Conversion

NOTE: Files will be used as is if not indicated on your order blank

*When using PANTONE® Spot Color Swatches in your file, they need to be named and colored the actual PANTONE® name and number being used to print your order.

PANTONE®, PMS and PANTONE MATCHING SYSTEM® are Pantone Inc.'s check-standard trademark for color reproduction and color reproduction materials.