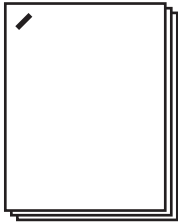


BINDERY OPTIONS

Examples of options for the finishing and binding of a job

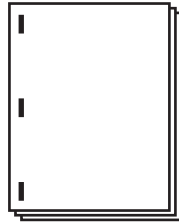
Staple



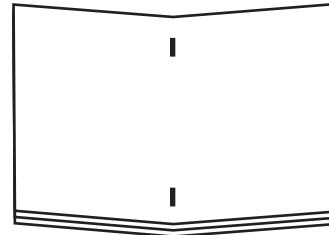
Single
(upper left)



Two
(top)

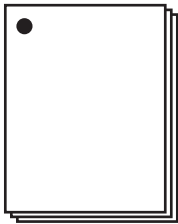


Three
(left margin)

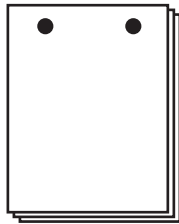


Saddle Stitch
(middle)

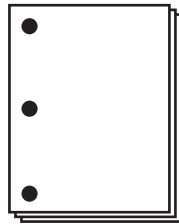
Hole punch



Single
(upper left)

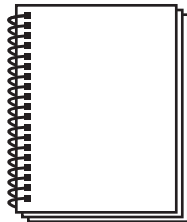


Two
(top)

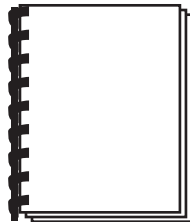


Three
(left margin)

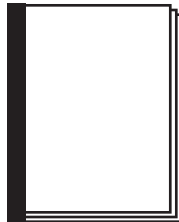
Binding



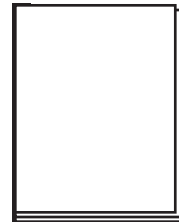
Spiral
(Wire)



Comb
(Plastic)

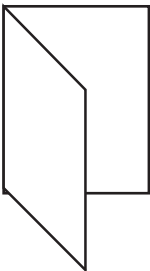


Cloth
(Tape)

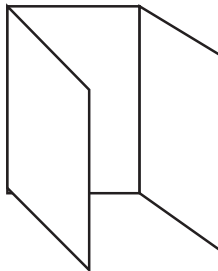


Perfect
(Glue)

Folds



Bi-fold
(half)



Tri-fold
(thirds)

If you are looking for additional options or have a question please contact Brent Smith, document specialist, at x45197.