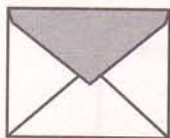


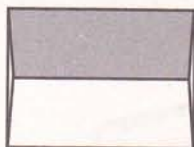
FLAP STYLES

The seal flap is the part of the envelope folded over and sealed to secure the contents. The shape of the seal flap is very important in the determination of the envelope's style and functionality.



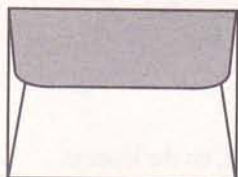
Pointed

Elegant, traditional, and more formal. Used primarily on Baronial, greeting card and social stationery envelopes. Not recommended for laser or inserting equipment applications.



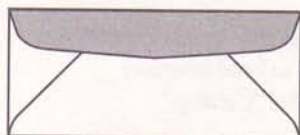
Square

Provides large area for design on flap and has contemporary appearance. May have deckle edge. The lack of a shoulder in this flap can create problems during automatic insertion. Standard No. 10 sizes are suitable for laser printing applications, while others sizes may present difficulties.



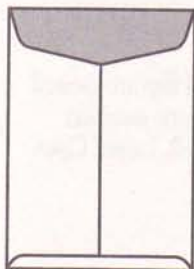
Wallet

Similar to a square flap, but with round corners. Standard flap on most booklet, catalog and specialty commercial envelopes. Flap style enables secure closure of bulky contents and is functional for automatic inserting, mailing and laser equipment processing.



Commercial

Standard flap on correspondence-style envelopes for business and commercial use. Quality commercial designs are readily printable in the corner area, seals contents without sticking to them, and works well in automatic inserting, postal and laser applications.

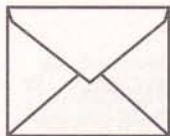


Mailpoint

Originally designed to enable volume mailings to run on automatic equipment, the mailpoint flap, normally found on open end (catalog) envelopes, is being replaced by the more modern wallet flap.

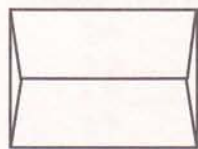
SEAM STYLES

Seams also determine envelope style and functional application.



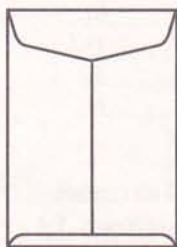
Diagonal Seams

Commonly used in correspondence commercials and pointed flap announcements. This seam style is a workhorse and generally well-suited for applications involving mechanical insertion equipment, laser printing and postal meters.



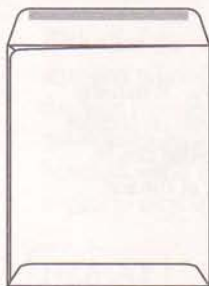
Side Seams

These seams allow for a large, uninterrupted printing area on both front and back of the envelope. Mostly found on booklets, square flap and commercial envelopes. Commercial sizes are suitable for some laser and inserting applications; others should be tested first.



Center Seams

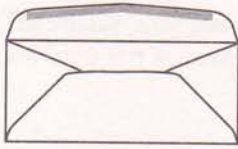
This seam is located in the center of the envelope, adding strength for carrying heavy inserts to its design. Envelopes with a center seam generally are not suitable for automatic insertion equipment or postage meter applications. Should be tested before being used in some laser applications.



Single Side Seam

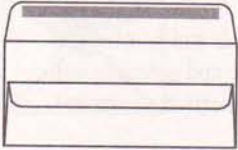
Seam is placed parallel to the edge of the envelope. Usually found in open end style envelopes (with or without flap). Allows a larger printing area unobstructed by seams or multiple paper thicknesses. Recommended for manual insertion.

SEALING METHODS AND CLOSURE DEVICES



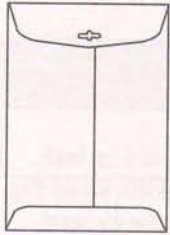
Seal Adhesive (Gum)

Activated by moistening when flaps are about to be sealed.



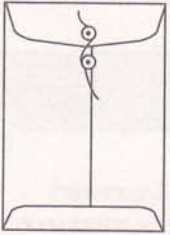
Simple-Seal®

Self-adhering latex adhesive on two surfaces that seal on contact. The unique folded flap feature on stationery envelopes keeps the two latex flaps separate until sealing is desired.



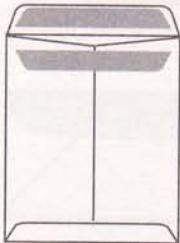
Clasp

Double-pronged metal clasp for added security. Envelopes with this closure treatment cannot be run through graphic or other automatic processes after conversion.



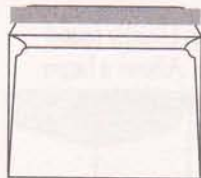
Button & String

Tie-down closure for repeated use. Envelopes with this closure treatment cannot be run through graphic and other automated processes after conversion.



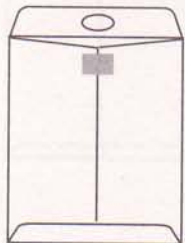
Latex Seal

Self-adhering latex adhesive on two surfaces that seal on contact without moisture. Flaps are extended and adhesive is exposed. Envelopes with this closure are not recommended for automatic insertion or laser applications.



Strip and Grip®

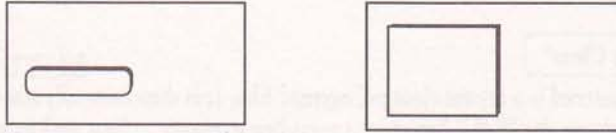
A release tape liner is applied over a latex adhesive. When the liner is removed and the flap is pressed down, it seals on contact without moisture. Printing after the envelope is folded can be accomplished without interfering with the quality of the seal.



Tac -n- Tac™

A Tac -n- Tac seal tape closure allows reusable sealing of flap. Envelopes can be printed after folding.

WINDOW ENVELOPES



THESE WINDOWS CAN OPEN DOORS

Window envelopes are not just for bills. They have become popular — and cost-efficient — marketing communication devices. The cost of mail processing can often be cut since the name and address shows through the window, eliminating the need to address the envelope. In some situations, an advertising message can be shown through the window which may be desired as a “teaser” to get the envelope opened. Many styles and sizes are available in addition to the standard sizes and positions. There is a myriad of Postal considerations involved with windowed envelopes, and we encourage you to consult the U.S. Postal Service Publication 25, “Designing Business Letter Mail”.

Item	Envelope	Standard Window Size	Position from Left	Position from Bottom
6 1/4	3 1/2 x 6	1 1/8 x 4 1/2	3/4	1/2
6 3/4	3 5/8 x 6 1/2	1 1/8 x 4 1/2	7/8	1/2
8 5/8	3 5/8 x 8 5/8	1 1/8 x 4 1/2	3/4	13/16
8 5/8	3 5/8 x 8 5/8	1 x 4	1	3/4
7	3 3/4 x 6 3/4	1 1/8 x 4 1/2	7/8	1/2
Monarch	3 7/8 x 7 1/2	1 1/8 x 4 1/2	7/8	1/2
7 3/4	3 7/8 x 7 1/2	1 1/8 x 4 1/2	7/8	1/2
9	3 7/8 x 8 7/8	1 1/8 x 4 1/2	7/8	1/2
10	4 1/8 x 9 1/2	1 1/8 x 4 1/2	7/8	1/2
11	4 1/2 x 10 3/8	1 1/8 x 4 1/2	7/8	1/2
12	4 3/4 x 11	1 1/8 x 4 1/2	7/8	1/2
14	5 x 11 1/2	1 1/8 x 4 1/2	7/8	1/2

Standard stocked window envelopes now provide 1/2” clear space from the bottom edge for bar code placement. The Postal Service recommends allowing 5/8”. See diagram on page 35.

MORE ON WINDOWS . . .

If none of our many stocked window dies meet your requirements, a new die can be quickly and easily made to order. You can trust National Envelope Corporation to provide the right envelope and the right window for every opportunity.

With all of the attention now being paid to whether paper products are recycled and recyclable, attention is being focused on window envelopes. Open window envelopes are growing in popularity as the most environmentally friendly of the window envelopes, as they have no patch material or questionable recyclability. However, they do eliminate the security associated with a patch. National Envelope works with three patch materials, each having different characteristics and limitations with respect to recyclability:

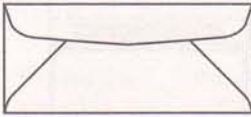
EZC/POLY

Our standard material, which we call “EZC”, is a translucent polystyrene film that appears slightly frosted. Because it is plastic, it is not affected by moisture and will lie flat in humid conditions. However, “EZC” will melt if used in high heat applications such as thermography, laser printing, or copier machines. Polystyrene is not readily recyclable, so windows patched with this material should not be promoted for their recyclability.

BUSINESS CORRESPONDENCE ENVELOPES

Commercial/Official

Frequently specified for a wide variety of business and personal correspondence purposes such as letterheads, invoices, statements, checks, writing stationery and direct marketing mailings. These envelopes are open side, have diagonal seams and feature deep, sharply dropping shoulders, which offer a larger corner card printing area, making them ideally suited for machine insertion, laser and postal applications.



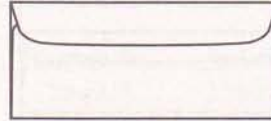
Item	Envelope Size	Enclosure Size
6 1/4	3 1/2 x 6	3 1/4 x 5 3/4
6 3/4	3 5/8 x 6 1/2	3 1/2 x 6 1/4
8 5/8	3 5/8 x 8 5/8	3 1/2 x 8 3/8
7	3 3/4 x 6 3/4	3 1/2 x 6 1/2
7 3/4*	3 7/8 x 7 1/2	3 3/4 x 7 1/4
Monarch*	3 7/8 x 7 1/2	3 3/4 x 7 1/4
9	3 7/8 x 8 7/8	3 3/4 x 8 5/8
10**	4 1/8 x 9 1/2	4 x 9 1/4
11	4 1/2 x 10 3/8	4 1/4 x 10 1/8
12	4 3/4 x 11	4 1/2 x 10 3/4
14	5 x 11 1/2	4 3/4 x 11 1/4

*7 3/4 — commercial flap; Monarch — pointed flap

**The international envelope size equivalent to a No. 10 is 4" x 8 7/8". Enclosure size is 8 1/4" x 11 3/4". See page 27 for international sizes.

Side-Seamed/E-Z Insert

This attractive, modern styling adds a touch of visual impressiveness to today's correspondence. It offers a larger printing area uninterrupted by seams. The straight grain cutting and the specially tapered sealing flap and throat contribute to better performance in sealing and automatic inserting applications.

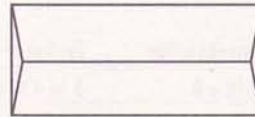


Item	Envelope Size	Enclosure Size
6 1/4	3 1/2 x 6	3 1/4 x 5 3/4
6 3/4	3 5/8 x 6 1/2	3 1/2 x 6 1/4
7 3/4*	3 7/8 x 7 1/2	3 3/4 x 7 1/4
9	3 7/8 x 8 7/8	3 3/4 x 8 5/8
10	4 1/8 x 9 1/2	4 x 9 1/4

*Also referred to as Monarch.

Square Flap

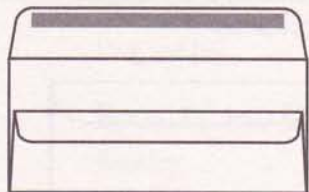
This contemporary flap style adds a touch of elegance to any business correspondence. Particularly popular as part of an executive stationery suite. Well suited for engraving, thermography and lithographic process, but not recommended for automatic insertion. Compatible with late model laser printers.



Item	Envelope Size	Enclosure Size
6 3/4	3 5/8 x 6 1/2	3 1/2 x 6 1/4
Monarch	3 7/8 x 7 1/2	3 3/4 x 7 1/4
9	3 7/8 x 8 7/8	3 3/4 x 8 5/8
10	4 1/8 x 9 1/2	4 x 9 1/4

Simple-Seal®

This envelope has two latex surfaces that seal on contact. Flaps are folded down to allow for printing processes. Efficient and convenient for small businesses and professional people, personal stationery.

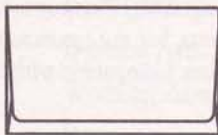


Item	Envelope Size	Enclosure Size
6 3/4	3 5/8 x 6 1/2	3 1/2 x 6 1/4
7 3/4*	3 7/8 x 7 1/2	3 3/4 x 7 1/4
10	4 1/8 x 9 1/2	4 x 9 1/4

*Also referred to as Monarch.

Combination Statement & Return/Remittance

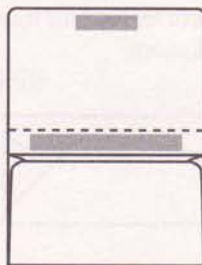
A return envelope with large printing surface ideal for mail order, subscriptions, donations, coupons, and general remittance needs. Usually included with comforts of a mailing to facilitate a response from recipient.



Item	Envelope Size	Enclosure Size
6 1/4	3 1/2 x 6	3 1/4 x 5 3/4
6 1/2	3 1/2 x 6 1/4	3 1/4 x 6
6 3/4	3 5/8 x 6 1/2	3 1/2 x 6 1/4
9	3 7/8 x 8 7/8	3 3/4 x 8 5/8

2-Way Remittance

Dual purpose envelope; includes statement and provides for the return of orders and remittances. The large flap can be printed with message, detached at the perforation, inserted in the envelope and sealed. Ideal for financial receipts, memberships subscriptions, and fundraising.



Item	Envelope Size	Enclosure Size
6 3/4	3 1/2 x 6 1/2	3 1/4 x 6 1/4

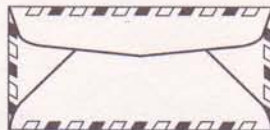
Overall size when open: 8 3/8 x 6 1/2

With flap sealed ready for mailing: 4 1/4 x 6 1/2

With flap sealed on return: 3 1/2 x 6 1/2

Air Mail

This envelope is used as a postage cost saver for international applications and is made from lightweight papers with red and blue borders, inside tint for opacity and air mail legends. May be used domestically but will not receive preferential handling or meet OCR requirements for the U.S. Post Office.

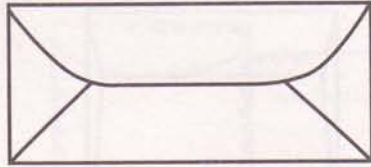


Item	Envelope Size	Enclosure Size
10	4 1/8 x 9 1/2	4 x 9 1/4

For more information on international size envelopes, see page 30.

Wallet Flap

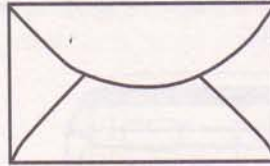
Mostly used by banks or investment firms for mailing statements and other documents. The deep flap and extra-wide gummed area offer extra protection to the contents.



Item	Envelope Size	Enclosure Size
10	4 1/8 x 9 1/2	3 7/8 x 9 1/4
11	4 1/2 x 10 3/8	4 1/4 x 10 1/8
12	4 3/4 x 11	4 1/2 x 10 3/4
14	5 x 11 1/2	4 3/4 x 11 1/4
16	6 x 12	5 3/4 x 11 3/4

Drug and Pay

Small open side envelope used by florists and other businesses.

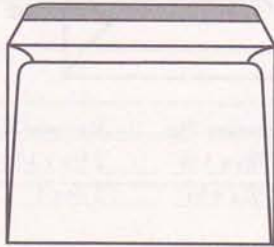


Item	Envelope Size	Enclosure Size
3 Drug	2 5/16 x 3 5/8	2 1/16 x 3 3/8
2 Pay	2 1/2 x 4 1/4	2 1/4 x 4

BOOKLET AND CATALOG STYLE ENVELOPES

Booklet

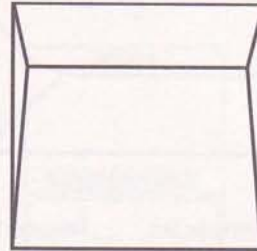
For annual reports, brochures, sales literature and a variety of printed material. The booklet's open side style and side seams make it suitable for automatic insertion and the open side configuration allows for overall printing.



Item	Envelope Size	Enclosure Size
3	4 ³ / ₄ x 6 ¹ / ₂	4 ¹ / ₂ x 6
4 ¹ / ₂	5 ¹ / ₂ x 7 ¹ / ₂	5 ¹ / ₄ x 7
6	5 ³ / ₄ x 8 ⁷ / ₈	5 ¹ / ₂ x 8 ³ / ₈
6 ¹ / ₂	6 x 9	5 ³ / ₄ x 8 ¹ / ₂
6 ⁵ / ₈	6 x 9 ¹ / ₂	5 ³ / ₄ x 9
6 ³ / ₄	6 ¹ / ₂ x 9 ¹ / ₂	6 ¹ / ₄ x 9
7 ¹ / ₄	7 x 10	6 ³ / ₄ x 9 ¹ / ₂
7 ¹ / ₂	7 ¹ / ₂ x 10 ¹ / ₂	7 ¹ / ₄ x 10
9	8 ³ / ₄ x 11 ¹ / ₂	8 ¹ / ₂ x 11
9 ¹ / ₂	9 x 12	8 ³ / ₄ x 11 ¹ / ₂
10	9 ¹ / ₂ x 12 ⁵ / ₈	9 ¹ / ₄ x 12 ¹ / ₈
13	10 x 13	9 ³ / ₄ x 12 ¹ / ₂

Square

With square flap, its side seam construction allows for printing uninterrupted by seams. Good choice for announcements, booklets, promotions. All square envelopes require a surcharge for mailing.



Item	Envelope Size	Enclosure Size
5	5 x 5	4 ³ / ₄ x 4 ³ / ₄
5 ¹ / ₂	5 ¹ / ₂ x 5 ¹ / ₂	5 ¹ / ₄ x 5 ¹ / ₄
6	6 x 6	5 ³ / ₄ x 5 ³ / ₄
6 ¹ / ₂	6 ¹ / ₂ x 6 ¹ / ₂	6 ¹ / ₄ x 6 ¹ / ₄
7	7 x 7	6 ³ / ₄ x 6 ³ / ₄
7 ¹ / ₂	7 ¹ / ₂ x 7 ¹ / ₂	7 ¹ / ₄ x 7 ¹ / ₄
8	8 x 8	7 ³ / ₄ x 7 ³ / ₄
8 ¹ / ₂	8 ¹ / ₂ x 8 ¹ / ₂	8 ¹ / ₄ x 8 ¹ / ₄
9	9 x 9	8 ³ / ₄ x 8 ³ / ₄
9 ¹ / ₂	9 ¹ / ₂ x 9 ¹ / ₂	9 ¹ / ₄ x 9 ¹ / ₄
13 ¹ / ₂	13 ¹ / ₂ x 13 ¹ / ₂	13 ¹ / ₄ x 13 ¹ / ₄

Mailers

Booklet style envelopes printed with diamond borders and first class to expedite postal handling. Can be used for mailing reports, manuscripts, brochures, and other flat materials. Not recommended for automated inserting postage meter.



Item	Envelope Size	Enclosure Size
1st Class	9 x 12	8 3/4 x 11 3/4

Document

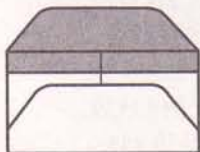
Open side with two outside seams for easy inserting. The heavily gummed four inch hexagon flap ensure security for the contents.



Envelope Size	Enclosure Size
9 x 12	8 3/4 x 11 3/4
9 1/2 x 12	9 1/4 x 11 1/2
9 1/2 x 12 1/2	9 1/4 x 12
10 x 13	9 3/4 x 12 1/2
10 x 15	9 3/4 x 14 1/2

Safety Fold

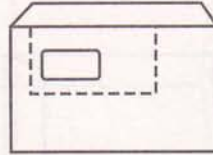
Open side with center and bottom seams, top and bottom "safety" fold. Bottom seams are deep and the heavily gummed seal flap area ensure complete security.



Envelope Size	Enclosure Size
5 x 11	4 3/4 x 10 3/4
5 1/2 x 11 1/2	5 1/4 x 11 1/4
6 x 12	5 3/4 x 11 3/4
10 x 13	9 3/4 x 12 3/4
10 x 15	9 3/4 x 14 3/4

Proxy Dual-Pack

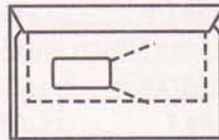
Booklet style envelope with statement pocket and polyclear covered address window on face. For mailing annual reports and proxy statements. Envelope design is compatible with inserting equipment:



Item	Envelope Size	Enclosure Size
Proxy Dual-Pack	9 x 12	8 1/2 x 11
Window Size	- 1 1/4 x 3 1/4	
Pocket Size	- 3 1/2 x 8 1/2	

Proxy Bi-Pack

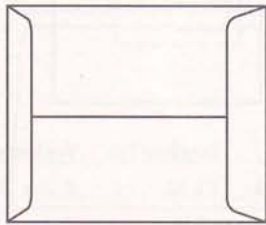
Booklet style envelope with window placement on back. Polyclear covered address window on back with pull-out tab and perfs. Data card/statement pocket is placed on the back of the envelope.



Item	Envelope Size	Enclosure Size
Proxy Bi-Pack	9 x 12	8 1/2 x 11
Window Size	- 1 1/4 x 4 1/4	
Pocket Size	- 4 3/8 x 9 1/4	

Catalog

Open end style (opening on shorter dimension) with a center seam. For magazines and large booklets, as the heavily gummed flap offers protection for heavy enclosure. Cannot be processed through inserting equipment or laser printing.



Item	Envelope Size	Enclosure Size
7 glove	4 x 6 ³ / ₈	3 ³ / ₄ x 5 ⁷ / ₈
8 glove	3 ⁷ / ₈ x 7 ¹ / ₂	3 ⁵ / ₈ x 7
10 policy	4 ¹ / ₈ x 9 ¹ / ₂	3 ⁷ / ₈ x 9
11 policy	4 ¹ / ₂ x 10 ³ / ₈	4 ¹ / ₄ x 9 ⁷ / ₈
12 policy	4 ³ / ₄ x 11	4 ¹ / ₂ x 10 ¹ / ₂
14 policy	5 x 11 ¹ / ₂	4 ³ / ₄ x 11
1 scarf	4 ⁵ / ₈ x 6 ³ / ₄	4 ³ / ₈ x 6 ¹ / ₄
3 scarf	5 x 7 ¹ / ₂	4 ³ / ₄ x 7
4 ¹ / ₄ scarf	5 ¹ / ₂ x 7 ¹ / ₂	5 ¹ / ₄ x 7
6 scarf	5 ¹ / ₂ x 8 ¹ / ₄	5 ¹ / ₄ x 7 ³ / ₄
1 catalog	6 x 9	5 ³ / ₄ x 8 ¹ / ₂
1 ³ / ₄ catalog	6 ¹ / ₂ x 9 ¹ / ₂	6 ¹ / ₄ x 9
3 catalog	7 x 10	6 ³ / ₄ x 9 ¹ / ₂
6 catalog	7 ¹ / ₂ x 10 ¹ / ₂	7 ¹ / ₄ x 10
8 ¹ / ₂ catalog	8 ¹ / ₂ x 10 ¹ / ₂	8 ¹ / ₄ x 10
9 ³ / ₄ catalog	8 ³ / ₄ x 11 ¹ / ₄	8 ¹ / ₂ x 10 ³ / ₄
10 ¹ / ₂ catalog	9 x 12	8 ³ / ₄ x 11 ¹ / ₂
12 ¹ / ₂ catalog	9 ¹ / ₂ x 12 ¹ / ₂	9 ¹ / ₄ x 12
13 ¹ / ₂ catalog	10 x 13	9 ³ / ₄ x 12 ¹ / ₂
14 ¹ / ₂ catalog	11 ¹ / ₂ x 14 ¹ / ₂	11 ¹ / ₄ x 14
15 catalog	10 x 15	9 ³ / ₄ x 14 ¹ / ₂
15 ¹ / ₂ catalog	12 x 15 ¹ / ₂	11 ³ / ₄ x 15

Coins

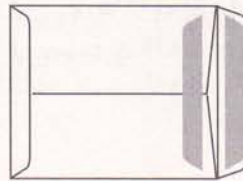
Small size envelope for multi-purpose uses: for coins, small parts, etc. Most coin envelopes are not mailable or suitable for automatic processes.



Item	Envelope Size	Enclosure Size
00	1 ¹¹ / ₁₆ x 2 ³ / ₄	1 ⁷ / ₁₆ x 2 ¹ / ₂
1	2 ¹ / ₄ x 3 ¹ / ₂	2 x 3 ¹ / ₄
3	2 ¹ / ₂ x 4 ¹ / ₄	2 ¹ / ₄ x 4
4	3 x 4 ¹ / ₂	2 ³ / ₄ x 4 ¹ / ₄
4 ¹ / ₂	3 x 4 ⁷ / ₈	2 ³ / ₄ x 4 ⁵ / ₈
5	2 ⁷ / ₈ x 5 ¹ / ₄	2 ⁵ / ₈ x 5
5 ¹ / ₂	3 ¹ / ₈ x 5 ¹ / ₂	2 ⁷ / ₈ x 5 ¹ / ₄
6	3 ³ / ₈ x 6	3 ¹ / ₈ x 5 ³ / ₄
7	3 ¹ / ₂ x 6 ¹ / ₂	3 ¹ / ₄ x 6 ¹ / ₄

Latex Seal Catalog

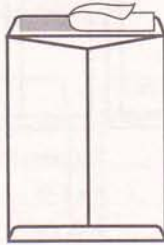
Similar style as catalog, but with a latex closure consisting of latex gum strips applied to the body and flap of the envelope. When folded, flaps seal together without requiring moisture.



Item	Envelope Size	Enclosure Size
1 catalog	6 x 9	5 ³ / ₄ x 8 ¹ / ₂
1 ³ / ₄ catalog	6 ¹ / ₂ x 9 ¹ / ₂	6 ¹ / ₄ x 9
6 catalog	7 ¹ / ₂ x 10 ¹ / ₂	7 ¹ / ₄ x 10
10 ¹ / ₂ catalog	9 x 12	8 ³ / ₄ x 11 ¹ / ₂
12 ¹ / ₂ catalog	9 ¹ / ₂ x 12 ¹ / ₂	9 ¹ / ₄ x 12
13 ¹ / ₂ catalog	10 x 13	9 ³ / ₄ x 12 ¹ / ₂
15 catalog	10 x 15	9 ³ / ₄ x 14 ¹ / ₂
14 ¹ / ₂ catalog	11 ¹ / ₂ x 14 ¹ / ₂	11 ¹ / ₄ x 14
15 ¹ / ₂ catalog	12 x 15 ¹ / ₂	11 ³ / ₄ x 15

Strip and Grip®

When the release tape liner is removed and the flap is pressed down it seals on contact without moisture. Printing after the envelope is folded can be accomplished without interfering with the quality of the seal.



Item	Envelope Size	Enclosure Size
1 Catalog	6 x 9	5 3/4 x 8 1/2
1 3/4 Catalog	6 1/2 x 9 1/2	6 1/4 x 9
6 Catalog	7 1/2 x 10 1/2	7 1/4 x 10
10 1/2 Catalog	9 x 12	8 3/4 x 11 1/2
12 1/2 Catalog	9 1/2 x 12 1/2	9 1/4 x 12
13 1/2 Catalog	10 x 13	9 3/4 x 12 1/2
15 Catalog	10 x 15	9 3/4 x 14 1/2
14 1/2 Catalog	11 1/2 x 14 1/2	11 1/4 x 14
15 1/2 Catalog	12 x 15 1/2	11 3/4 x 15

Tac-n-Tac™

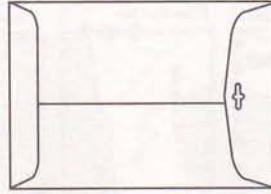
A special spot seal tape closure allows for repeat sealing of flap.



Item	Envelope Size	Enclosure Size
13 1/2 Catalog	10 x 13	9 3/4 x 12 1/2

Clasp

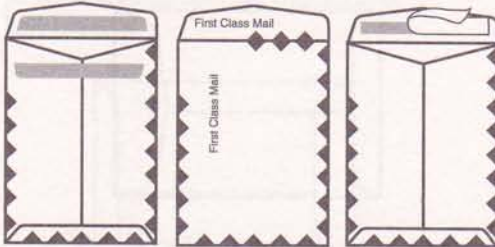
Open end style, similar to the catalog, but with a metal clasp, which ensures protection to its contents. Usually inserted by hand is not suitable for printing or mechanical applications after converting.



Item	Envelope Size	Enclosure Size
15	4 x 6 3/8	3 3/4 x 5 7/8
25	4 5/8 x 6 3/4	4 3/8 x 6 1/4
35	5 x 7 1/2	4 3/4 x 7
40	5 1/2 x 7 1/2	5 1/4 x 7
55	6 x 9	5 3/4 x 8 1/2
63	6 1/2 x 9 1/2	6 1/4 x 9
68	7 x 10	6 3/4 x 9 1/2
75	7 1/2 x 10 1/2	7 1/4 x 10
83	8 1/2 x 11 1/2	8 1/4 x 11
87	8 3/4 x 11 1/4	8 1/2 x 10 3/4
90	9 x 12	8 3/4 x 11 1/2
93	9 1/2 x 12 1/2	9 1/4 x 12
95	10 x 12	9 3/4 x 11 1/2
97	10 x 13	9 3/4 x 12 1/2
98	10 x 15	9 3/4 x 14 1/2
105	11 1/2 x 14 1/2	11 1/4 x 14
110	12 x 15 1/2	11 3/4 x 15

First Class Mailers (open End)

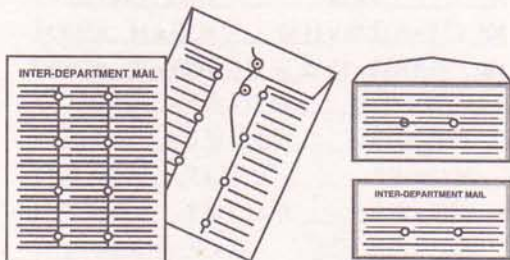
Catalog style envelopes printed with green diamond border and First Class to expedite postal handling. Available with regular seal adhesive(gum), latex seal and Strip and Grip®



Item	Envelope Size	Enclosure Size
1st Class	9 x 12	8 3/4 x 11 1/2
1st Class	9 1/2 x 12 1/2	9 1/4 x 12
1st Class	10 x 13	9 3/4 x 12 1/2

Interdepartmental

Catalog style (open end). This style envelope is commonly used for interoffice correspondence, has ungummed flap, eight holes, printed route listing on front and back. Can be plain or with button and string closure to assure privacy for the contents. Printing, closure and number of holes can vary to meet material requirements.



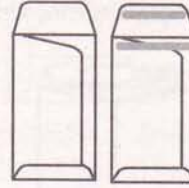
Item	Envelope Size	Enclosure Size
*No. 11	4 1/2 x 10 3/8	4 1/4 x 10 1/8
**10 x 13	10 x 13	9 3/4 x 12 1/2

* Commercial style available with two holes.

** Also available with Tac-n-Tac closure.

Drive-In Bank

Open end style envelope with scored and extended flap are available with plain flap (no gum) and latex seal.



Envelope Size	Enclosure Size
3 1/4 x 7	3 x 6 3/4
3 3/4 x 7	3 1/2 x 6 3/4

Payroll/Jeweler

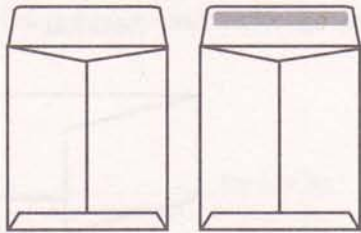
Open style envelope used for special applications like payroll and small jewelry.



Item	Envelope Size	Enclosure Size
5 1/2 Coupon	3 1/8 x 5 1/2	2 7/8 x 5 1/4

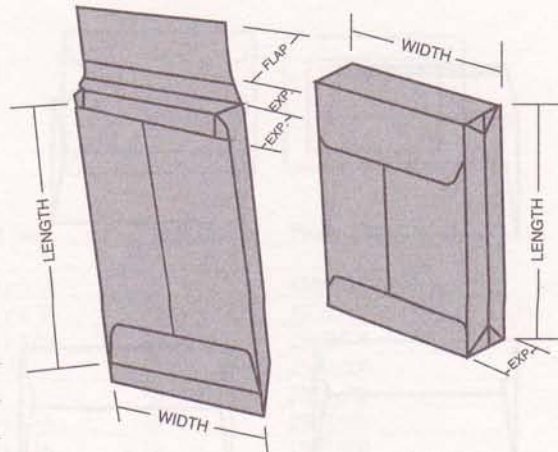
Super Size™ Open Ends

Super Size envelopes are available in brown, gray and white kraft with plain flap (no gum) or gummed flap. They are used by advertising agencies, printers, architects, engineering firms, photographers, hospitals etc. requiring larger than standard size envelopes.



Expansion

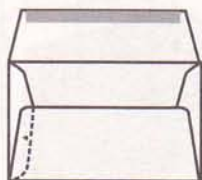
The gussets allow this style envelope to expand to insert bulky contents. Expansion envelopes are manufactured in many sizes, with windows and can be printed by flexography, offset and litho. Contact your paper merchant for specific sizes.



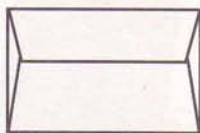
Item	Envelope Size	Enclosure Size
	11 x 17	11 3/4 x 16 1/2
	12 x 17	11 3/4 x 16 1/2
	12 1/2 x 16	12 1/4 x 15 1/2
	12 1/2 x 18 1/2	12 1/4 x 18
	13 x 17	12 3/4 x 16 1/2
	13 x 19	12 3/4 x 18 1/2
	13 1/2 x 13 1/2	13 1/4 x 13
	14 x 16	13 3/4 x 15 1/2
	14 x 18	13 3/4 x 17 1/2
	14 x 21	13 3/4 x 20 1/2
	15 x 18	14 3/4 x 17 1/2
	15 x 20	14 3/4 x 19 1/2
	15 x 22	14 3/4 x 21 1/2
	16 x 20	15 3/4 x 19 1/2
	17 x 22	16 3/4 x 21 1/2
	18 x 23	17 3/4 x 22 1/2
	19 x 26	18 3/4 x 25 1/2
	20 x 25	19 3/4 x 24 1/2
	22 x 27	21 3/4 x 26 1/2

A-STYLE ENVELOPES

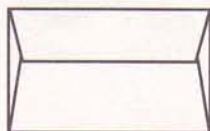
For announcements, small booklets, brochures or promotional pieces, and more recently for distinctive business stationery. This style envelope is enhanced by the use of text paper. Use this chart to determine the most appropriate A-Style envelope and enclosure size for your message.



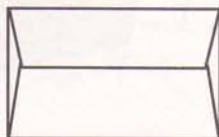
A-2



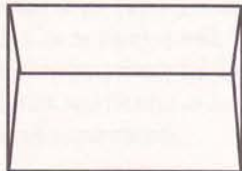
A-6



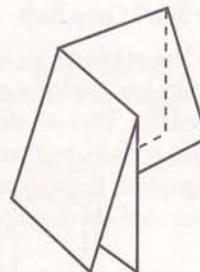
A-7



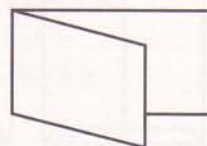
A-8



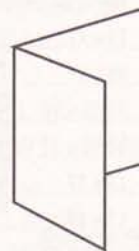
A-10



French Fold



Short-Fold



Long-Fold

Enclosure Specifications

Item	Envelope Size	Single Card	Short Fold Sheet or Insert	Long Fold Card or Booklet Cover	French Fold Sheet Booklet Cover	Packaging Box/Carton**
A-2	4 3/8 x 5 3/4	4 3/16 x 5 1/2	4 3/16 x 11	5 1/2 x 8 3/8	8 3/8 x 11	250/1000
A-6	4 3/4 x 6 1/2	4 5/8 x 6 3/16	4 5/8 x 12 3/8	6 3/16 x 9 1/4	9 1/4 x 12 3/8	250/1000
A-7	5 1/4 x 7 1/4	5 x 6 7/8	5 x 13 3/4	6 7/8 x 10	10 x 13 3/4	250/1000
A-8	5 1/2 x 8 1/8	5 1/4 x 7 3/4	5 1/4 x 15 1/2	7 3/4 x 10 1/2	10 1/2 x 15 1/2	250/1000
A-10	6 x 9 1/2	5 3/4 x 9 1/8	5 3/4 x 18 1/4	9 1/8 x 11 1/2	11 1/2 x 18 1/4	250/1250

** Packaging counts may vary.