

PARK AVENUE FORMALS

WHITE, VELLUM FINISH
SOFT WHITE EGGSHELL FINISH

BUSINESS ANNOUNCEMENTS/INVITATIONS

Envelopes, cards and sheets are each packaged 250 per box; 2500 per carton

SPECIFICATIONS

Description		Size	Panel Margins
Gladstone	Envelopes	$3\frac{9}{16} \times 5\frac{9}{16}$	—
	Panel Cards	$3\frac{3}{8} \times 5\frac{3}{8}$	$\frac{1}{2}$ "
	Plain Cards	$3\frac{3}{8} \times 5\frac{3}{8}$	—
4 Baronial/York	Envelopes	$3\frac{5}{8} \times 5\frac{1}{8}$	—
	Panel Cards	$3\frac{1}{2} \times 4\frac{7}{8}$	$\frac{1}{2}$ "
	Plain Cards	$3\frac{1}{2} \times 4\frac{7}{8}$	—
	Panel Sheets	$4\frac{7}{8} \times 7$	$\frac{1}{2}$ "
	Plain Sheets	$4\frac{7}{8} \times 7$	—
5 Baronial/Minerva	Envelopes	$4\frac{1}{8} \times 5\frac{5}{8}$	—
	Panel Cards	$4 \times 5\frac{3}{8}$	$\frac{1}{2}$ "
	Plain Cards	$4 \times 5\frac{3}{8}$	—
5½ Baronial/Dagmar	Envelopes	$4\frac{3}{8} \times 5\frac{3}{4}$	—
	Panel Cards	$4\frac{1}{4} \times 5\frac{1}{2}$	$\frac{1}{2}$ "
	Plain Cards	$4\frac{1}{4} \times 5\frac{1}{2}$	—
	Panel Sheets	$5\frac{1}{2} \times 8\frac{1}{2}$	$\frac{1}{2}$ "
	Plain Sheets	$5\frac{1}{2} \times 8\frac{1}{2}$	—
6 Baronial/Norwood	Envelopes	$4\frac{3}{4} \times 6\frac{1}{2}$	—
	Panel Cards	$4\frac{5}{8} \times 6\frac{1}{4}$	$\frac{5}{8}$ "
	Plain Cards	$4\frac{5}{8} \times 6\frac{1}{4}$	—
	Panel Sheets	$6\frac{1}{4} \times 9\frac{1}{4}$	$\frac{5}{8}$ "
	Plain Sheets	$6\frac{1}{4} \times 9\frac{1}{4}$	—
Lee/Monmouth	Envelopes	$5\frac{1}{4} \times 7\frac{1}{4}$	—
	Panel Cards	$5\frac{1}{8} \times 7$	$\frac{5}{8}$ "
	Plain Cards	$5\frac{1}{8} \times 7$	—

WEDDING CABINETS

50 Sets per Cabinet

10 Cabinets per Carton

WEDDING RESPONSE/RECEPTION

Envelopes, cards and sheets are each packaged 250 per box; 2500 per carton

Description		Size	Panel Margins
Wedding Cabinet (Dixmore Size)	Cabinet includes: Outside Envelope	$4\frac{3}{4} \times 6\frac{1}{2}$	—
	Inside Envelope	$4\frac{5}{8} \times 6\frac{3}{16}$	—
	Panel Sheets	$5\frac{7}{8} \times 8\frac{7}{8}$	$\frac{5}{8}$ "
Wedding Response/ Reception (4 Baronial)	Envelopes	$3\frac{5}{8} \times 5\frac{1}{8}$	—
	Panel Cards	$3\frac{1}{2} \times 4\frac{7}{8}$	$\frac{1}{2}$ "
	Plain Cards	$3\frac{1}{2} \times 4\frac{7}{8}$	—

INFORMALS

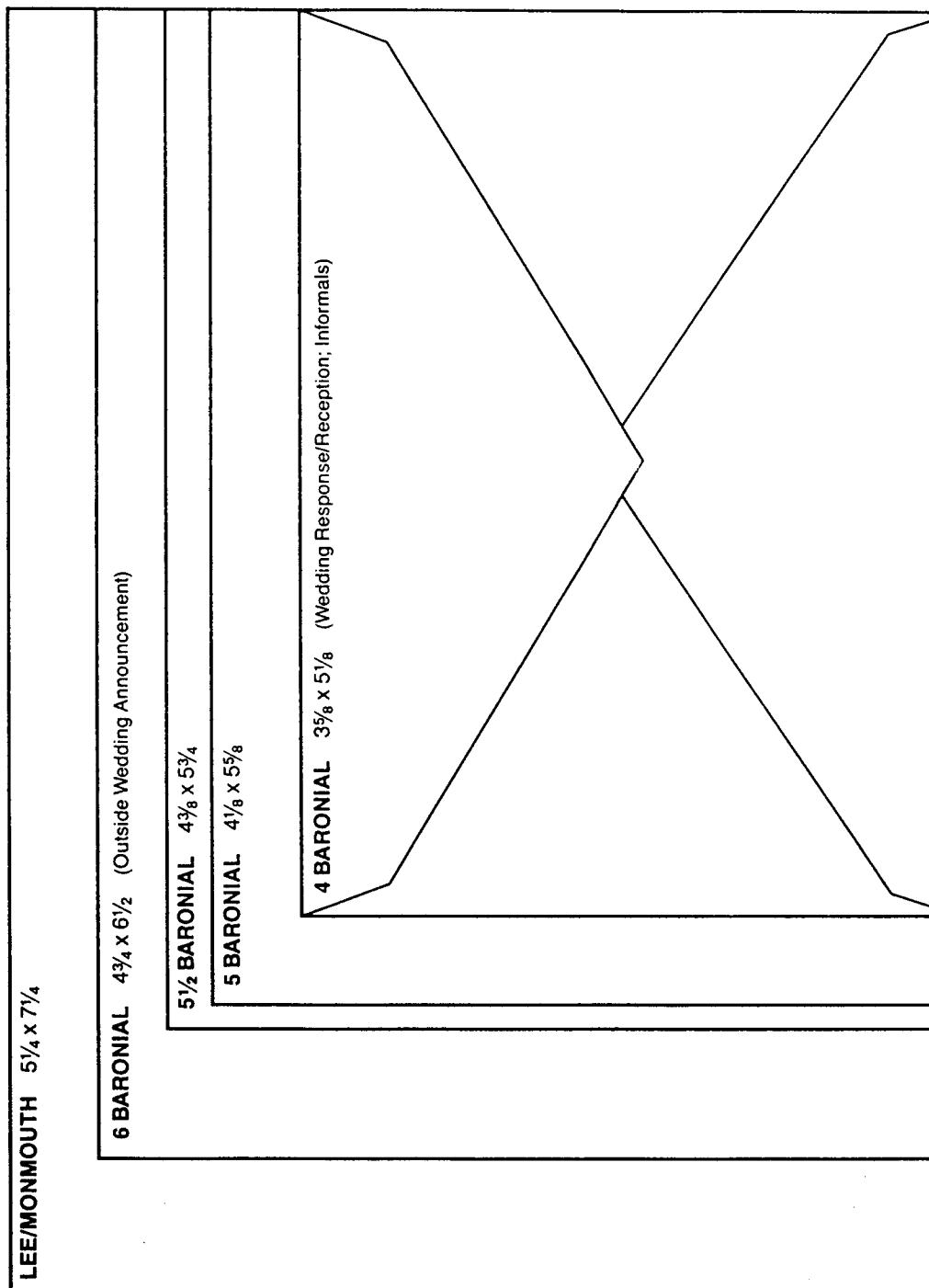
100 Sets per Cabinet

20 Cabinets per Carton

Description		Size	Panel Margins
Informals/Madame	Cabinet includes: Envelopes	$3\frac{5}{8} \times 5\frac{1}{8}$	—
	Panel Notes	$4\frac{7}{8} \times 7$	$\frac{1}{4}$ "

Envelopes - 70 lb. Text; Cards - 120 lb. Bristol; Sheets - 100 lb. Text, scored for folding

BUSINESS ANNOUNCEMENT ENVELOPE SIZE CHART



ENVELOPE SIZING GUIDE

STANDARD SIZES OF SQUARE FLAP & BOOKLET ENVELOPES & THEIR RECOMMENDED ENCLOSURE DIMENSIONS

It is best to have the printed piece designed to fit a standard-sized envelope. Made-to-order envelopes are relatively expensive, and they take time to produce.

Here are some of the most popular sizes of Square Flap and Booklet envelopes, and their recommended enclosure dimensions. Carton packing on A-10: 1250; all others 2500.

SQUARE FLAP ENVELOPES

Name	Envelope Sizes	Single Card Insert	Short-Fold Card or Booklet	Long-Fold Card, Sheet or Booklet Cover	French Fold Sheet
A-2	4 ³ / ₈ x5 ³ / ₄	4 ³ / ₁₆ x5 ¹ / ₂	4 ³ / ₁₆ x11	5 ¹ / ₂ x8 ³ / ₈	8 ³ / ₈ x11
A-6	4 ³ / ₄ x6 ¹ / ₂	4 ⁵ / ₈ x6 ³ / ₁₆	4 ⁵ / ₈ x12 ³ / ₈	6 ³ / ₁₆ x9 ¹ / ₄	9 ¹ / ₄ x12 ³ / ₈
A-7	5 ¹ / ₄ x7 ¹ / ₄	5x6 ⁷ / ₈	5x13 ³ / ₄	6 ⁷ / ₈ x10	10x13 ³ / ₄
A-8	5 ¹ / ₂ x8 ¹ / ₈	5 ¹ / ₄ x7 ³ / ₄	5 ¹ / ₄ x15 ¹ / ₂	7 ³ / ₄ x10 ¹ / ₂	10 ¹ / ₂ x15 ¹ / ₂
A-10	6x9 ¹ / ₂	5 ³ / ₄ x9 ¹ / ₈	5 ³ / ₄ x18 ¹ / ₄	9 ¹ / ₈ x11 ¹ / ₂	11 ¹ / ₂ x18 ¹ / ₄
A-Long	3 ⁷ / ₈ x8 ⁷ / ₈	3 ³ / ₄ x8 ⁵ / ₈	3 ³ / ₄ x17 ¹ / ₄	7 ¹ / ₂ x8 ⁵ / ₈	7 ¹ / ₂ x17 ¹ / ₄

BOOKLET ENVELOPES

Number	Envelope Sizes	Recommended Enclosure Dimensions (see note)
3	4 ³ / ₄ x6 ¹ / ₂	4 ¹ / ₂ x6
5	5 ¹ / ₂ x8 ¹ / ₈	5 ¹ / ₄ x7 ⁵ / ₈
6	5 ³ / ₄ x8 ⁷ / ₈	5 ¹ / ₂ x8 ³ / ₈
6 ¹ / ₂	6x9	5 ³ / ₄ x8 ¹ / ₂
*6 ³ / ₄	6 ¹ / ₂ x9 ¹ / ₂	6 ¹ / ₄ x9
*7	6 ¹ / ₄ x9 ⁵ / ₈	6x9 ¹ / ₈
*7 ¹ / ₂	7 ¹ / ₂ x10 ¹ / ₂	7 ¹ / ₄ x10
*9	8 ³ / ₄ x11 ¹ / ₂	8 ¹ / ₂ x11
*9 ¹ / ₂	9x12	8 ³ / ₄ x11 ¹ / ₂
*10	9 ¹ / ₂ x12 ⁵ / ₈	9 ¹ / ₄ x12 ¹ / ₈
*13	10x13	9 ³ / ₄ x12 ¹ / ₂

COMMERCIAL & OFFICIAL ENVELOPES

Number	Envelope Sizes	Recommended Enclosure Dimensions (see note)
6 ¹ / ₄	3 ¹ / ₂ x6	3 ³ / ₈ x5 ³ / ₄
6 ³ / ₄	3 ⁵ / ₈ x6 ¹ / ₂	3 ¹ / ₂ x6 ¹ / ₄
7	3 ³ / ₄ x6 ³ / ₄	3 ¹ / ₂ x6 ¹ / ₂
7 ³ / ₄	3 ⁷ / ₈ x7 ¹ / ₂	3 ³ / ₄ x7 ¹ / ₄
Monarch	3 ⁷ / ₈ x7 ¹ / ₂	3 ³ / ₄ x7 ¹ / ₄
8 ⁵ / ₈	3 ⁵ / ₈ x8 ⁵ / ₈	3 ¹ / ₂ x8 ³ / ₈
9	3 ⁷ / ₈ x8 ⁷ / ₈	3 ³ / ₄ x8 ⁵ / ₈
10	4 ¹ / ₈ x9 ¹ / ₂	4x9 ¹ / ₄
11	4 ¹ / ₂ x10 ³ / ₈	4 ¹ / ₄ x10 ¹ / ₈
12	4 ³ / ₄ x11	4 ¹ / ₂ x10 ³ / ₄
14	5x11 ¹ / ₂	4 ³ / ₄ x11 ¹ / ₄

NOTE: If the enclosure is unusually bulky, the envelope may need to be the next larger standard size.