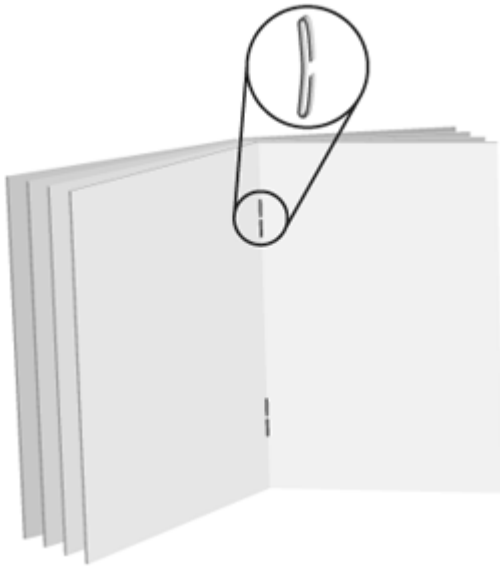


# Binding Options

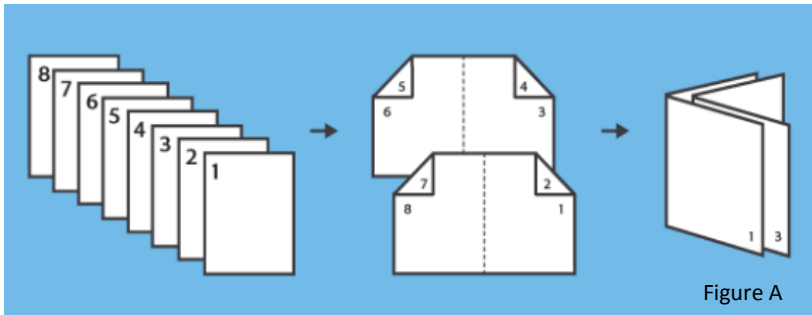


## Saddle Stitch Binding

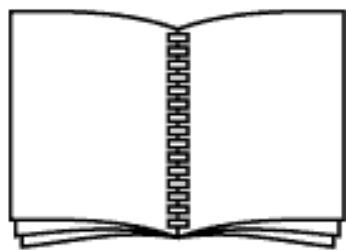
Despite what the name implies, there are no "stitches" in saddle stitch binding. Rather, saddle stitched books are designed in increments of four pages (see fig. A), created from single sheets of paper that are typically printed on both sides and then folded in half and stapled on the fold. (see pic below) It is an ideal option and a popular choice where an inexpensive, yet professional look is desired. It's tough to stitch through more than about 25 sheets or so, thus you are limited to a 100 page folded booklet, less if heavier paper or cover is used.



As an add on option to the above, we offer square folding. This method gives a professional finished look as it adds a flat binding edge to a saddle stitched booklet. It aids a thicker booklet with closing, keeping it from "puffing" open.



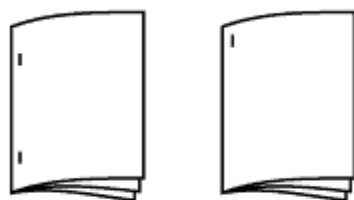
When requesting either saddle stitch or saddle stitch with square fold, keep in mind they are printed in increments of 4 pages. For example, if your document has 22 pages you will need to subtract 2 pages or add 2 pages. Often times our customers may choose to leave the inside of the front & back covers blank.



Comb

## Plastic Comb Binding

Comb spines allow pages to lie flat for note taking and photocopying. With the use of a machine to open the spine you have the ability to add or remove pages. We have a variety of sizes available to bind documents from 10 to 425 sheets.



Side Stitches  
Two on margin      Upper Left

## Single or Dual Staple