



PRINTING SERVICES

1800 NEWBURY ROAD
NEWBURY PARK, CA 91320

EMAIL: PRINTINGSERVICES@CONEJOUSD.ORG

805 499-2102



Who we are...

The Printing Services Department is pleased to offer our district sites, staff, parents, booster, PTSA groups, etc. a wide variety of high-quality printing and related services, including:

- Quality black & white or color copies up to a maximum sheet size of 13x19 (great for posters)
- High quality large format printing, which includes banners, large posters, vinyl stickers and vinyl wall stickers!
- Multiple finishing options, including saddle stitch square fold booklets, thermal tape binding, comb binding, and coming soon, spiral binding!
- We accept jobs via: e-mail, portable storage device, hard copy or for large file submission we recommend using Google Drive or Dropbox.
- Convenient delivery service via warehouse delivery to your site
- Fast turn around time

Give us a call, email or come visit

We would be happy to work with you to find the most cost effective way to complete your project within your budget and timeline.

(805) 499-2102

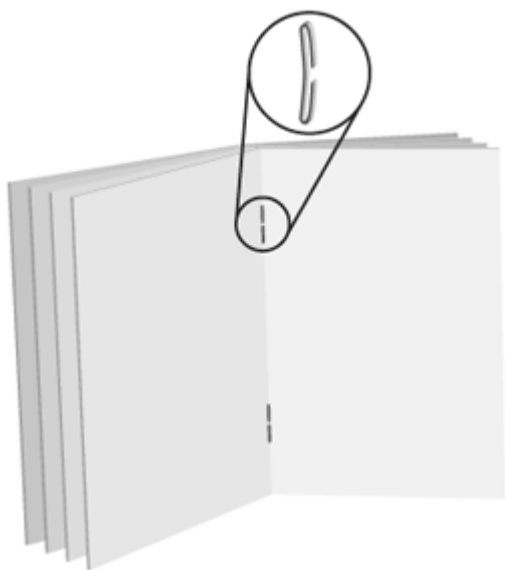
750 Mitchell Road, Newbury Park, CA 91320

Email: printingservices@conejousd.org

<https://www.conejousd.org/Domain/101>

- BANNERS
- VINYL STICKERS
- POSTERS (up to 50")
- FLYERS
- EVENT PROGRAMS
- BOOKLETS
- BUSINESS CARDS
- POSTCARDS/MAILERS
- BROCHURES
- FORMS
- ENVELOPES (all sizes)
- WORK PACKETS & MATERIALS

PRINTING SERVICES offers the following 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.



Available with or without square fold & trim

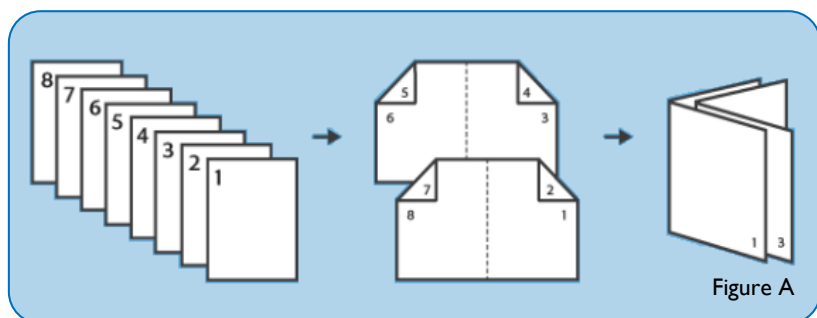
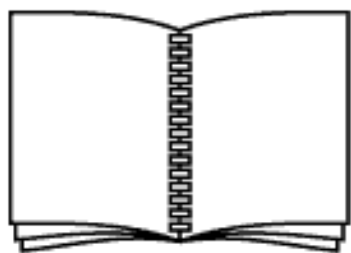


Figure A

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.



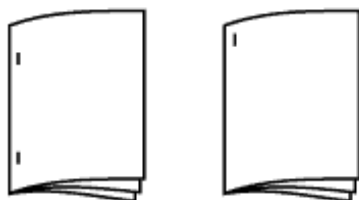
Comb

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.



Single or Dual Staple



Side Stitches

Two on margin

Upper Left

fastback® Binding Strips

Fastback bindings are one of the highest quality binding options available-and we have it here! Fastback strips come in various styles, textures, thicknesses, and colors-so you won't have to make compromises on any aspect!



Super Strips

