

## Rush Service

Rush service is available. Call us for details and pricing.

## Packing Information

All products ship FOB Syracuse, NY 13211

Stik-Withit® Pads			
	SHEET COUNT	#/CARTON	CARTON WEIGHT
SW3x3 Notepads 3x3"	25	500	20
	50	250	20
	100	250	29
SW4x3 Notepads 4x3"	25	500	25
	50	250	24
	100	125	24
SW4x4 Notepads 4x4"	25	500	34
	50	250	34
	100	125	34
SW5x3 Notepads 5x3"	25	500	31
	50	250	31
	100	125	31
SW4x6 Notepads 4x6"	25	250	25
	50	125	25
	100	125	36
SW5x8 Notepads 5x8"	25	200	30
	50	100	30

Scratch Pads			
NS462 Scratch 4x6x25 sheets	25	250	25
NS465 Scratch 4x6x50 sheets	50	125	25
NS572 Scratch 5x7x25 sheets	25	200	29
NS575 Scratch 5x7x50 sheets	50	100	29
NS382 Scratch 3 1/8 x 8 3/8 x 25 sheets	25	250	28
NS385 Scratch 3 1/8 x 8 3/8 x 50 sheets	50	125	28
NS582 Scratch 5 1/2 x 8 3/8 x 25 sheets	25	200	35
NS585 Scratch 5 1/2 x 8 3/8 x 50 sheets	50	100	35

Stik-Withit® Note Cube® notepads			
SW25 / NC25	2 1/2 x 2 1/2 x 2 1/2"	*	20
SW275 / NC275	2 3/4 x 2 3/4 x 2 3/4"	*	20
SW2752 / NC2752	2 3/4 x 2 3/4 x 1 3/8"	*	40
SW338 / NC338	3 3/8 x 3 3/8 x 3 3/8"	*	20
SW3382 / NC3382	3 3/8 x 3 3/8 x 1 3/4"	*	40
SW4 / NC4	3 7/8 x 3 7/8 x 3 7/8"	*	20
SW42 / NC42	3 7/8 x 3 7/8 x 2"	*	40
SW41 / NC41	3 7/8 x 3 7/8 x 1"	*	80
SW22	1 7/8 x 1 7/8 x 17/8"	*	150
SWM-275	2 3/4 x 2 3/4 x 2 3/4"	*	20

## Screening or Ghosting of Artwork

10% Screen		20% Screen		30% Screen	
6 point	6 point	6 point	6 point	6 point	6 point
8 point	8 point	8 point	8 point	8 point	8 point
10 point	10 point	10 point	10 point	10 point	10 point
12 pt.	12 pt.	12 pt.	12 pt.	12 pt.	12 pt.
14 pt.	14 pt.	14 pt.	14 pt.	14 pt.	14 pt.

We recommend using larger images, such as logos, but avoid text and phone numbers.

## Proofs

On catalog quantities or exact reprints we do not require a proof to proceed with production if we have a hard copy image (pdf or jpg) of your art. At your request we will supply one PDF proof by e-mail at no charge. Press proofs are available call for details

## Ink Colors

Additional charge for PMS ink match is \$50.00 (G), per color. Metallic and neon inks along with flood coating are also available at an additional charge. Please call us for a quote.

## Overruns and Underruns

We custom manufacture and the exact number of notepads shipped may vary by up to 5%, over or under, on catalog quantity orders. We will always bill you for the exact amount shipped. We can fill your order to an exact amount for an additional charge. Call us for a quote.

## Artwork Specifications

E-mail purchase order and artwork to [orders@notesincusa.com](mailto:orders@notesincusa.com)

**Program Formats:** We can read Adobe Illustrator, Adobe InDesign, Adobe Photoshop and QuarkXpress files. Be certain to include all imported or embedded images (EPS, TIF files, etc.) and all screen and printer fonts used in your layout, or have all fonts converted to curves/outlines. Whenever possible, provide us with vector art.

Recommended resolution for scanned art is 300 dpi for a photograph and 600 to 1200 dpi for line art. 1200 dpi is recommended for any line art that includes text. Margin Requirements

For all adhesive and non adhesive products, leave 3/16" open margin on all four sides. We recommend against heavy ink coverage on the adhesive edge of the sheet (about 3/4"). The first dimension listed for each notepad is the adhesive edge. For full bleed, extend art 1/8". The printed flat sheets on all Note Cube® edge notepads cannot bleed.

## Split-Copy Orders

We can "split" your Stik-Withit® notepad order into versions with different copy, but all versions must have the same ink color(s), paper color, notepad size and sheet count. The cost per copy change is \$31.25 (G). We can also accommodate special requests for copy changes with our digital technology. Please call customer service for a custom quote.

## Shipping Information

**Multiple-Drop Shipments:** If you want your order shipped to multiple locations, please call us for instructions before providing addresses. Drop ship fee is 6.00 (G) per location. Actual street addresses are required; we cannot ship to P.O. boxes.

## Copyrights

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## Cancellation Policy

All orders are considered firm, so if you need to cancel you must contact us and receive written confirmation. There is a cancellation fee of \$50 (X) as well as any accrued charges (for materials, artwork, proofs, etc).