



NEWSPAPER ORDER FORM

CUSTOMER INFORMATION

BUSINESS _____

ADDRESS _____

PHONE _____

EMAIL _____

CONTACT PERSON _____

Newspapers measuring 17" and under are bound using double fan adhesive binding. Newspapers over 17" are sewn by hand. Both methods produce a durable volume with minimal loss to the gutter. The volume will then be cased into a hard cover made from F Grade buckram (15 colors available) with foil stamping (Black, White, or Gold) applied to the spine of the book.

Please select your choices below.

If you have special instructions or questions please include those in the comments section below.

Same as Last Year (skip choices below)

Book Color:			Foil Color:	Trim:
Red	Dark Red	Black	Black	Yes
Maroon	Orange	Dark Grey	White	No
Gold	Lime Green	Brown	Gold	
Dark Green	Country Blue	Plum		
Royal Blue	Navy	Tan		

Name to be stamped on the bound volume: _____

Stamp year? Yes No Year: _____

Stamp Date Range (ex Jan-Mar)? Yes No Range: _____

Bind by week, month, semi annual, year etc: _____

Max size is 2" per volume. If your choices result in volumes larger than this we will contact you for instructions.

Special Instructions / Comments:

HOUCHEN BINDERY LTD
340 FIRST STREET UTICA NY 68456
1-800-869-0420
WWW.HOUCHENBINDERY.COM