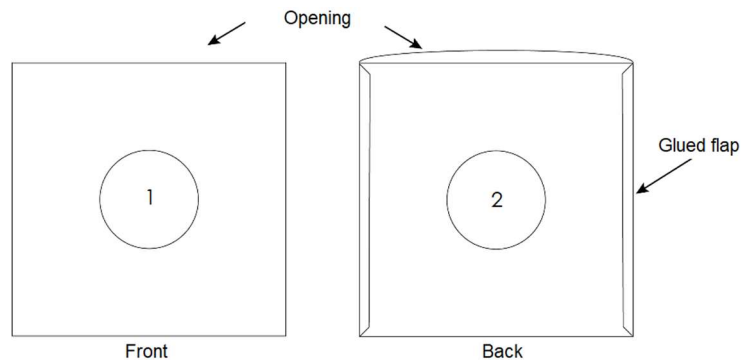


DESIGN GUIDELINES FOR PRINTING LINED 12" RECORD INNER SLEEVES

Our production of printed inner sleeves does not involve working from sheets as is usual industry practice, but from rolls. This allows us to avoid streaks and unsightly overlaps in creating the printed design, especially at the cut edges and folds.

Firstly the paper for the inner sleeves is printed. Then the sleeves are made from this continuous paper roll. As a result, we can print all sides without margins.



Our inner sleeves have glued outer flaps so that we can protect the whole vinyl record on the inside with a film. We call the adhesive side of the flaps the back side.

Inner sleeve variations

a) Insertion lip

The dimensions shown are for a sleeve with a 2 mm insertion lip open towards the back. Therefore, dimension G is slightly bigger than dimension F.

b) Centre holes

The holes on the front and/or back are optional. We can make the sleeves with one hole, two holes, or no holes at all. Obviously the holes are only in the paper sleeve and not in the sheet underneath. When ordering, please specify which holes should be provided - No.1 and/or No.2. If no instructions are given we will provide holes on both sides. When designing the motif in the area of the centre holes, it is advisable that the graphic should run into the area of the holes.

Motif size and format, colours

Please send the motif in PDF-X format only. The motif size must be 610 x 350 mm (A x C). The paper will be trimmed after printing. This means that a 5 mm margin is removed on both sides (C-B)/2.

Our prices are calculated on the basis of an ink coverage of up to 20%. You can avoid the overprinting of colours that is usual in offset printing. For example, for our digital printing a CYMK value of 0.0.0.100% is completely adequate for a black surface. For calculating larger colour coverages please send us your design.

Opening

The machine cuts the continuous paper at distance A. This cut creates the opening for the vinyl record. As we make this cut with a simple knife and the registration adjustment has tolerances, you should design the print motif so that there is no contrast change at this cut edge.

If this is unavoidable, for example because two photos on the front and back reach the upper edge, a uniform colour strip at least 2.5 mm wide must be provided at the cut edge. Uniform in colour means that stripes and patterns in the direction of the paper sheet are permissible, as long as these patterns correspond at the cut edges on both the back and the front.

We do not cut a strip between the covers - there is only one cut!

Main fold

The tolerance specification for the opening naturally also applies to the main fold. Design an approx. 2.5 mm wide strip on the main fold in a uniform colour. This obviously only applies if there is a contrast on the main fold.

Side flaps

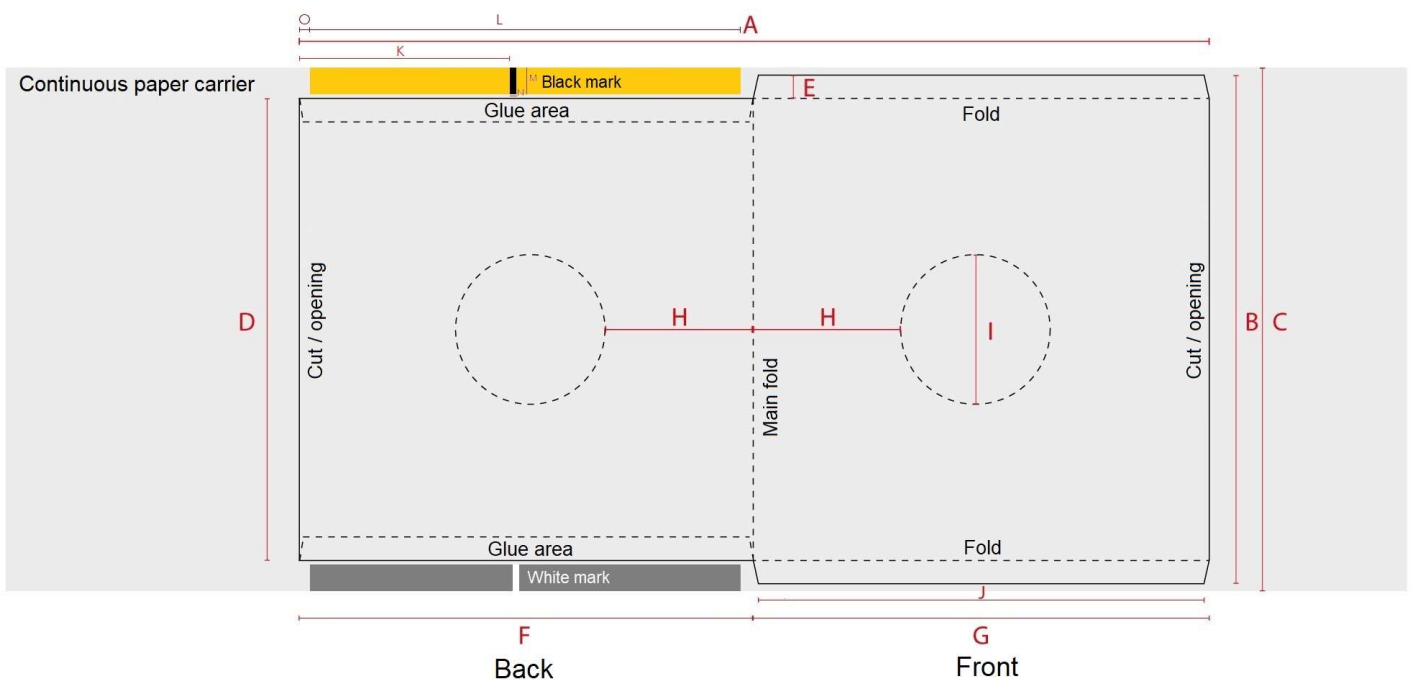
The inner sleeve is glued with the two side flaps. The glued outer flap is visible on the back of the inner sleeve.

The width of the side flaps (15.5 mm, dimension E) has a tolerance of +/- 2mm. When designing the motif on the front, no changes in contrast should be shown at the edge of the fold. Strip E on the front will end up on the sides of the back. These tolerances should be kept for the adhesive area on the back. Please leave this adhesive area as evenly printed as possible, or completely unprinted.

Registration marks

In the side flap area, please place a registration mark of the size M x N on each side. Please make one black mark and one white mark. Please do not print in the orange marked area (M x L) around the black mark. Please print the area around the white mark opposite in black (shown here in dark grey). The orange and dark grey areas will be punched out during the production process and will not appear on the finished cover.

Design dimensions



Dimension	Size	Description
A	610 mm	Total length
B	340 mm	Working width
C	350 mm	Width of motif
D	309 mm	Inner width
E	15,5 mm	Outer fold width
F	304 mm	Back side length
G	306 mm	Front side length
H	99 mm	Hole spacing
I	100 mm	Hole diameter
J	299 mm	Flap outer side
K	150 mm	Mark distance from cut
L	260 mm	Mark area
M	16 mm	Mark width
N	3 mm	Mark height
O	22 mm	Distance between marks

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