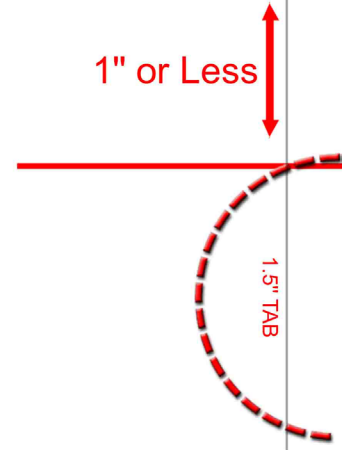


TOP = OPEN EDGE

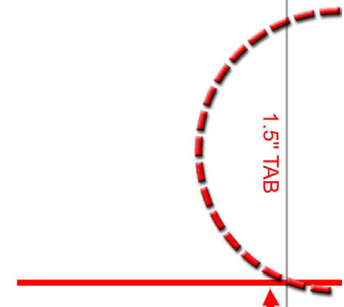
Each 1.5" Tab is folded in half around the vertical edges with 1" or less space between the top tabs & top edge and 0.5" or less space between bottom tab and bottom edge
A Single Tab is no longer allowed



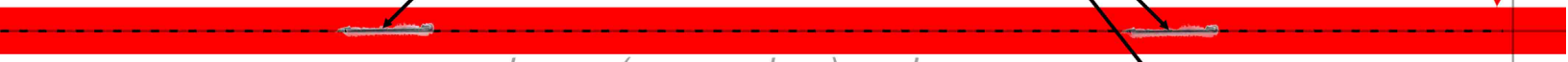
BOOKLET-MAILER REQUIRING TABS

Sheets that are bound together by one or more staples (permanent spine) require "Booklet" tabbing (Height 6" Max. - Length 10.5" Max. - Weight 3.0 oz. Max.)
Tabs (no tape) must be 1.5" min. & NOT perforated
Minimum Paper Basis Weight: 70lb up to 1oz, 80lb over 1 oz.

Stapled Folds (permanent spine) must be on either the Right Vertical edge or Bottom edge of the Address Face

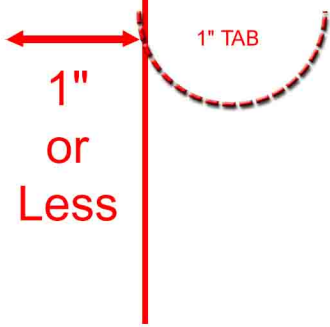


BOTTOM = CLOSED EDGE
(FINAL FOLD)



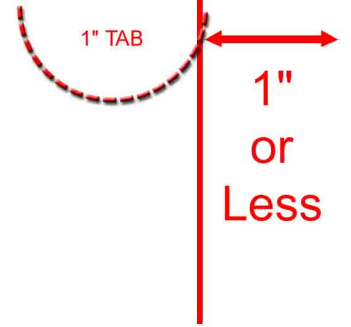
(FINAL FOLD)
Permanent Spine (Stapled Fold) Example 2

Permanent Spine (Stapled Fold) Example 1



TOP = OPEN EDGE

Each 1" Tab is folded in half over Top edge with 1" or less space between Tab & vertical (left or right) edge.
A Single Tab is no longer allowed.



SINGLE-FOLD SELF-MAILER (NO STAPLES) REQUIRING TABS

(Height 6" Max. - Length 10.5" Max. - Weight 3.0 oz. Max.)

Tabs (no tape) must be 1" min. & NOT perforated

Minimum Paper Basis Weight: 70lb up to 1oz, 80lb over 1 oz.

BOTTOM = CLOSED EDGE

(FINAL FOLD)



(FINAL FOLD)

(First Fold)



TOP = OPEN EDGE

Each 1" Tab is folded in half over Top edge with 1" or less space between Tab & vertical (left or right) edge.
A Single Tab is no longer allowed.

(First Fold)

TRI-FOLD SELF-MAILER (NO STAPLES) REQUIRING TABS

(Height 6" Max. - Length 10.5" Max. - Weight 3.0 oz. Max.)

Tabs (no tape) must be 1" min. & NOT perforated

Minimum Paper Basis Weight: 70lb up to 1oz, 80lb over 1 oz.

BOTTOM = CLOSED EDGE

(FINAL FOLD)

(FINAL FOLD)