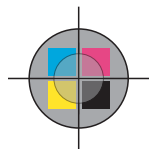
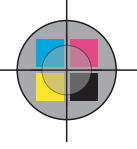


THE MONITOR

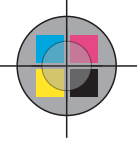
COMMERCIAL PRINT DIVISION



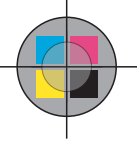
SPECS:
Electronic Transfer
Document Settings



BROADSHEET
Page Layouts
Color Position



TABLOID
Page Layouts
Color Position



PONY TAB
Page Layouts
Color Position



Points of Contact:

Walt Bartlick

Commercial Print Director

956-683-4522

wbartlick@themonitor.com

Ernie Cortez

Production Director

956-683-4515

ecortez@themonitor.com

Balde Romero

Pressroom Manager

956-683-4516

bromero@themonitor.com

IMAGE AREA IN INCHES			
Web Width	Broadsheet	Tabloid	Pony Tab
22.0	10.25 x 20	9.75 x 10.25	
23.0	10.5 x 20	9.75 x 10.5	
25.0	11.66 x 20	9.75 x 11.667	
27.5	13 x 20	9.75 x 13	
34.0	16.25 x 20	9.75 x 16.25	7.5 x 9

PAPER GRADES		
TYPE PAPER	BASIC WEIGHT	BRIGHTNESS
Newsprint	27 pound	62-65
Newsprint	30 pound	62-65

PAPER GRADES		
Premium 80	35 pound	80
Groundwood	45 pound	80-84
Offset	50 pound	80-84

LINE SCREENS

Line Screens and Color Separations are preferred at 100-lpi

COLOR INK

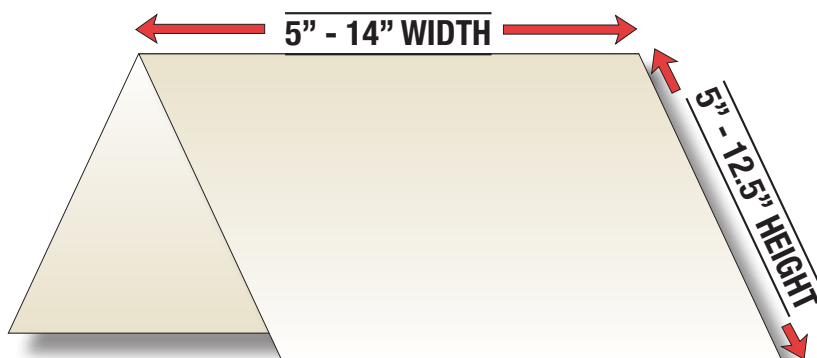
All colors are printed from Process colors (cyan, magenta, yellow and black) Cross reference to PMS colors are available - reasonable match is possible

QUARTERFOLDING

In tabloid format quarterfolding can be done up to 64 broadsheet pages on press.

BINDERY AND MAILROOM

PRE-PRINT INSERTS	
Insert Height	Cannot be less than 5" or more than 12.54"
Insert Width	Cannot be less than 5" or more than 14"
Insert Thickness	Cannot be less than 20# paper (same as standard copy paper) or more than 1/4"
Inserts that do not fit in to the above specifications need to be approved by production before accepting the order	



FONTS

If you send a PDF file, make sure all of the fonts are embedded. If they are not embedded, they will not print properly. At this point, we would need a new file.

FTP: (PREFERRED DELIVERY METHOD)

See next page for Instructions.

ALTERNATE FILE DELIVERY

If you prefer to bring files to us instead of using the FTP site, you can bring them to us in the following manner:

1. CD
2. Thumb-drive
3. E-mail - This is NOT a preferred method of delivery. It is slow and unreliable.

INCLUDE ONLY THE MOST RECENT PUBLICATION ON THE DISK.

INCLUDE A PRESSRUN ORDER FORM

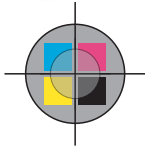
**It is essential we have the page count and the number of copies you want.
We must have correct color placement in order to make sure you get what you want.**

ALL DOCUMENTS

PDF files are required. Ultimately PDF files will be the preferred means of electronic transfer. They are small files and print quickly. There are no fonts or art to worry about and as long as you make the files correctly, we will have little or no problems with them.

Please make sure we have some test files sent to us before you try to go live with them.

Please send us a separate PDF file for each page of the document, and make sure it is properly numbered.



MAC instructions

After installing Cyber Duck, open the program and select the Open Connection button.



This window will appear next. Create a folder here and you will be ready to drag your files to the FTP site.

There are several FREE versions off FTP software available. I have given you examples of one version for MAC and on the next page you will find instructions for a PC version.

Cyberduck is one FREE version for MAC you can find it at the following address:

http://www.apple.com/downloads/macosx/internet_utilities/cyberduck.html

Download it. Install it and follow the instructions on this page.

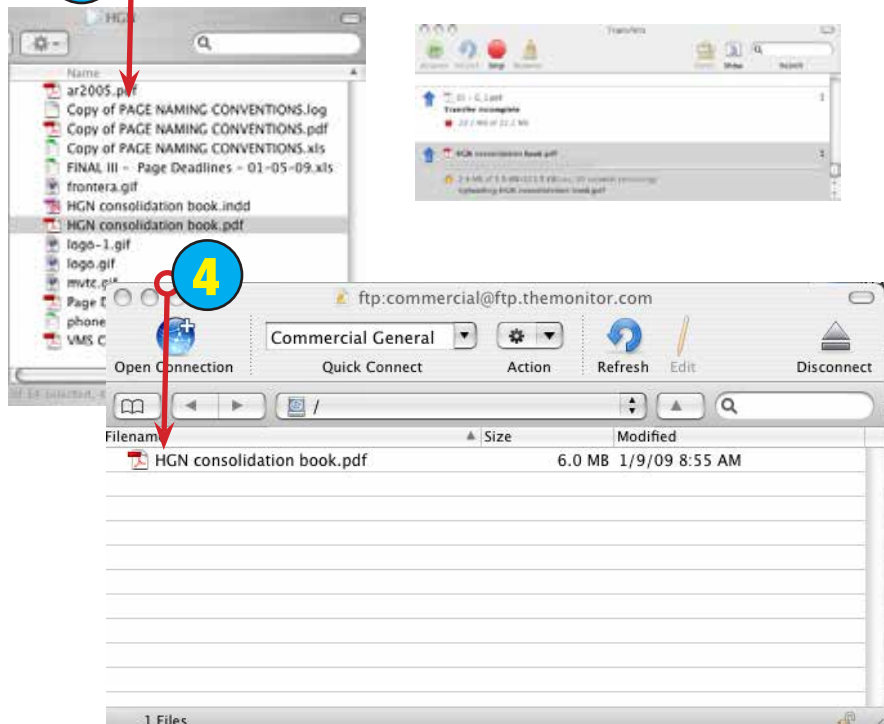
Filezilla is one FREE version of FTP software for the PC. You can find it at the following address:

<http://filezilla-project.org/>

Download it. Install it and follow the instructions on the NEXT page.

The Following widow will then come up. You will need to enter: Server: **ftp.themonitor.com** - Username: **commercial**
The password is: **uploadonce**.

Locate and drag the files from your folder to the FTP site.



PC instructions

After installing Filezilla, open the program and select site manager in the file menu.

1

2

After opening the Site Manager, enter the following information:
 Host: **ftp.themonitor.com**
 User: **commercial**
 Password: **uploadonce**

3

4

Locate the file on your machine that you wish to upload. Create a folder here and you will be ready to drag your files to the FTP site.



THE MONITOR

COMMERCIAL PRINT DIVISION

PRESSRUN ORDER FORM

This form should accompany any, and all press runs. It is necessary for us to get the information correct and to insure we get the job done properly.

Publication	Run Date
Press Run	Type of Paper
Color Pages	Format (Tabloid, Pony Tab, Broadsheet)
Delivery Instructions:	
Special Instructions or Requests:	
Contact Information:	Main Contact
	Phone:
	Cell Phone

PHOTOSHOP SETTINGS AND SPECS:

MONITOR SETUP:

This will be specific to the monitor that you are using. Phosphorous and ambient light will be specific to each individual monitor.

MONITOR CALIBRATION:

We suggest A calibration software called Color Munki. It is available online, or we can come and do it for you.

OVERALL PHOTOSHOP COLOR-CORRECTION\ADJUSTMENT TIPS:

We have a 30% dot gain with our press, adjustments should be made taking this into account. Photoshop is going to calculate and compensate for this with the above settings. Your goal is having your monitor display an accurate representation of the printed product.

Sharpen photos to compensate for the ink saturation on newsprint paper. Sharpen more than normal, but do not over sharpen. I prefer the Unsharp Mask tool.

Refer to monitor calibration if you are not getting a finished product that resembles your monitor.

NOTE:

Be careful not to 'blow out' the highlights or 'plug up' the shadows.

Crop all images at 150-200 dpi as close as possible to the size that they will be used in you page layout program. This will make the files smaller and print faster. Do not undersize the Photoshop image. You will get a pixelized image in you page layout program if you have to enlarge it more than 120%.

ALWAYS convert your images from RGB to CMYK or Grayscale.

PDF FILES

PDF files can be created from most programs. I.E. Quark XPress or InDesign. It is imperative that you use the proper Acrobat Distiller settings when creating he PDF files. We can e-mail you the settings and you can load them directly in to Distiller. Please make sure we get a test file to make sure the file was created properly.

Distiller Settings

Make sure the resolution is a printable one (i.e. NOT 72 dpi)

Make sure ALL fonts are embedded

Make sure the color pages are saved as a composite CMYK

The pages MUST be the actual image areas far as size (i.e. NO margins)

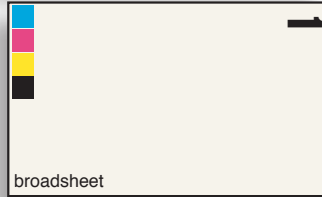
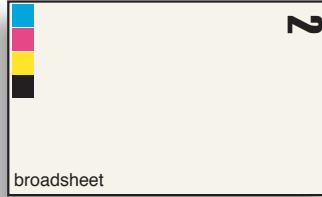
We MUST have a couple of test files before we go live with them

broadsheet

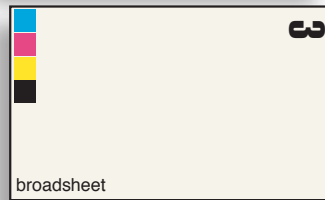
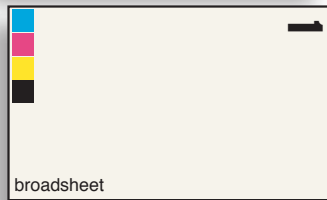
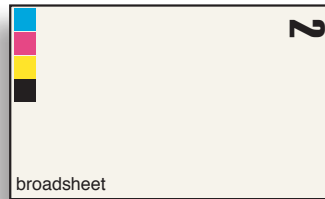
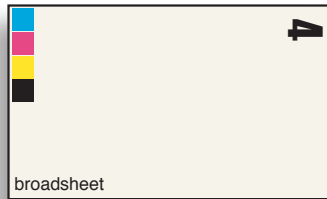


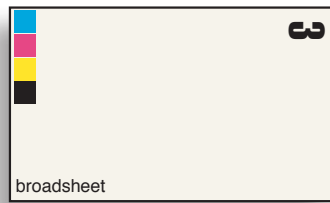
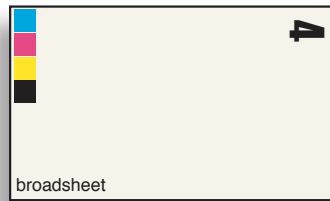
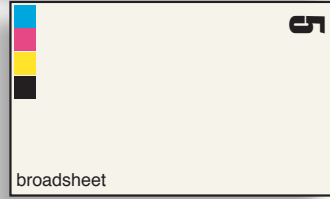
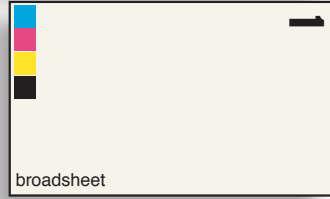
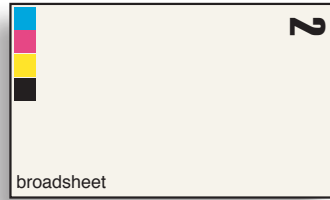
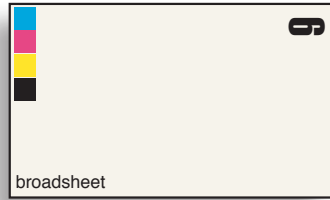
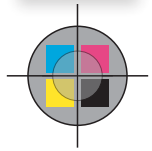


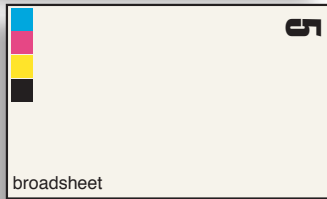
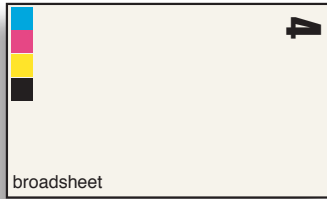
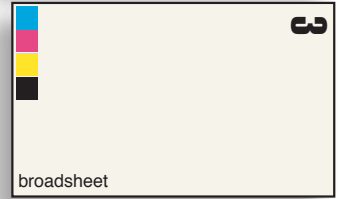
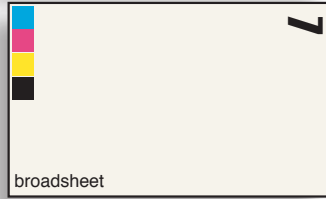
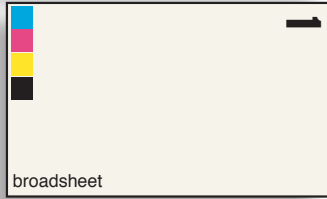
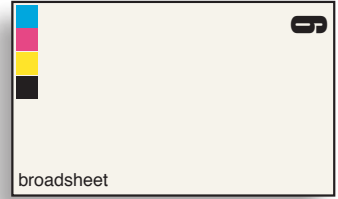
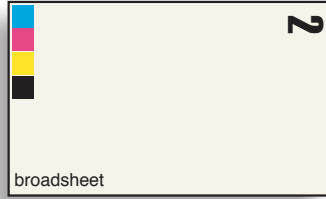
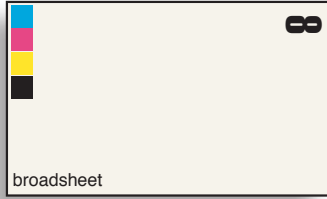
2 PAGE RUN

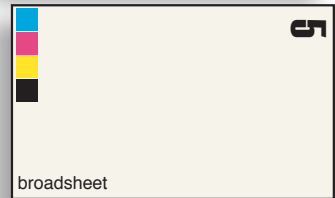
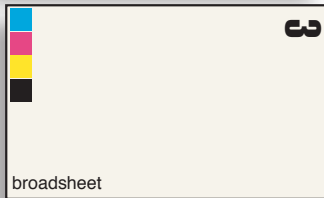
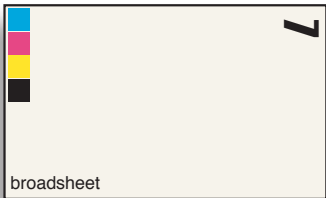
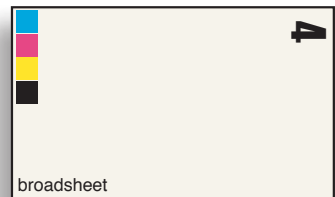
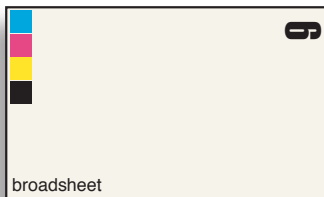
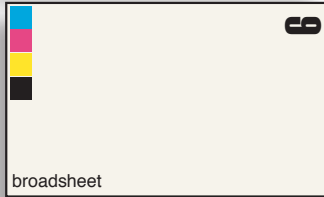
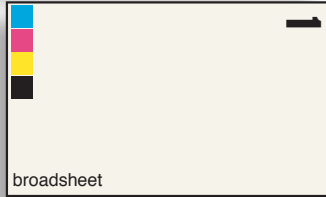
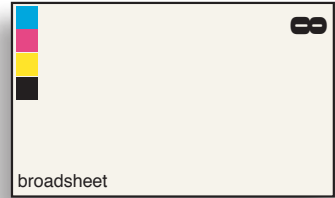
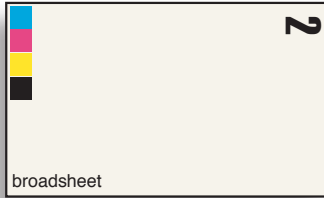
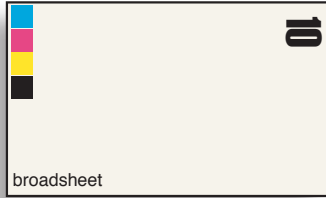


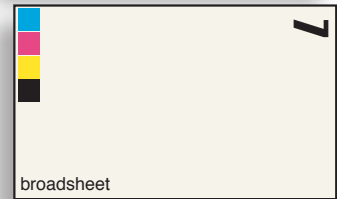
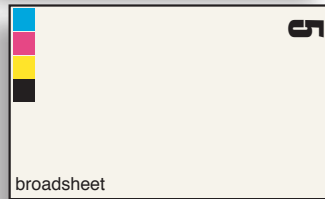
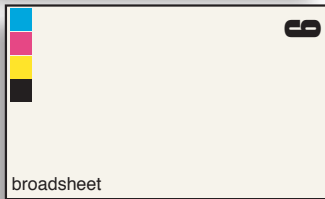
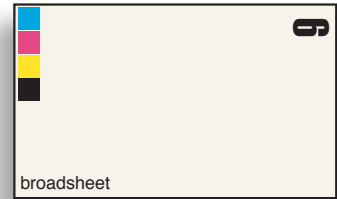
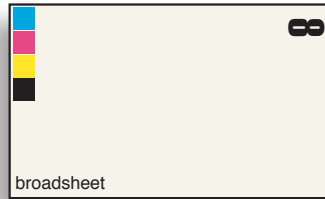
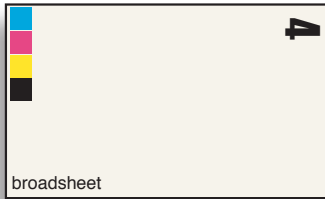
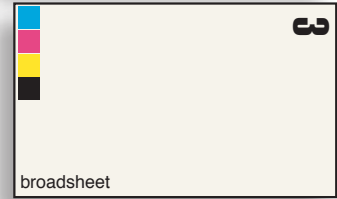
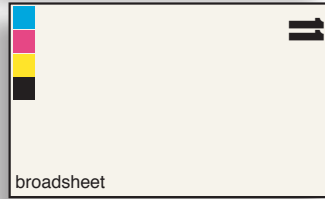
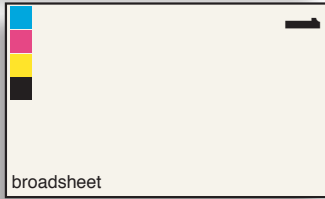
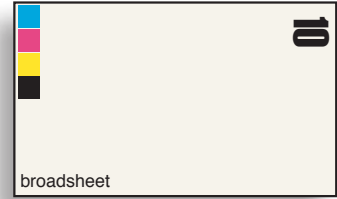
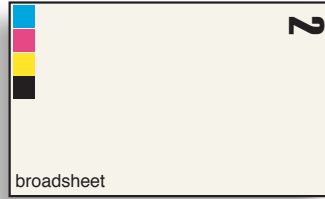
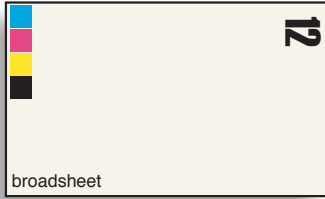
4 PAGE RUN

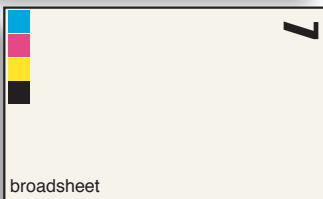
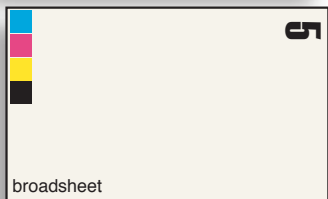
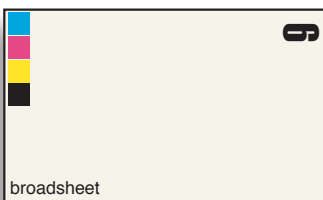
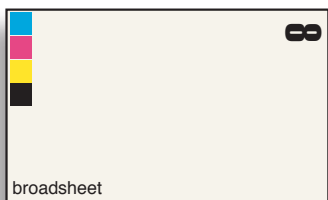
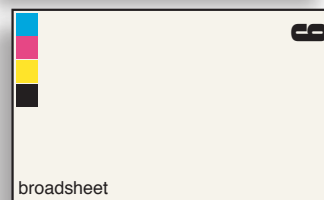
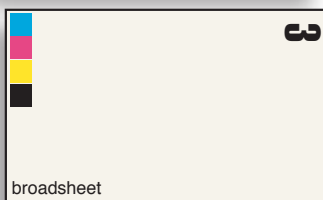
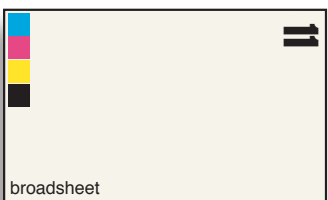
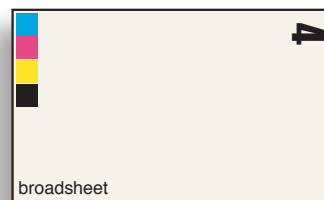
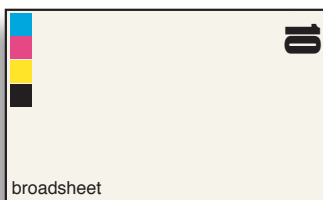
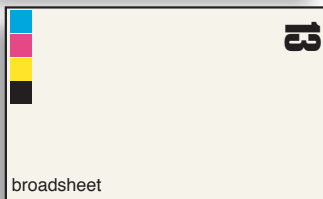
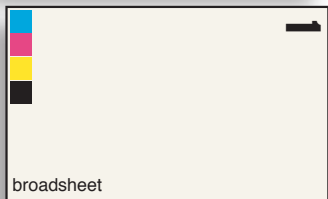
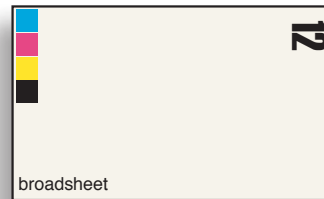
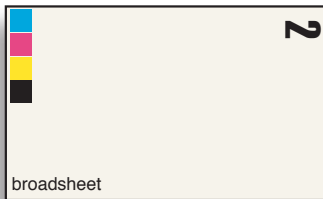
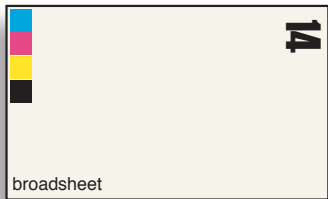


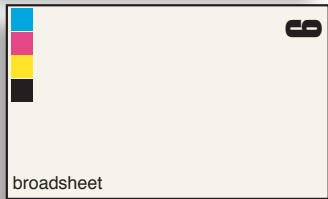
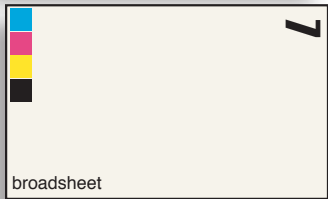
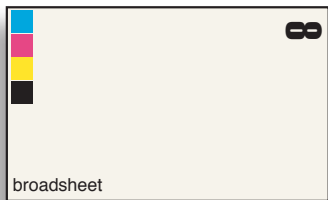
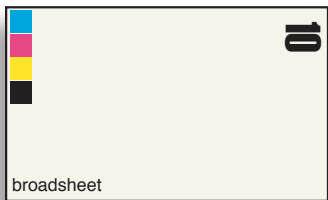
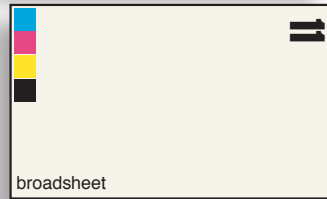
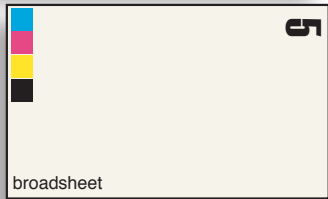
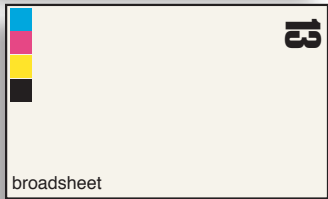
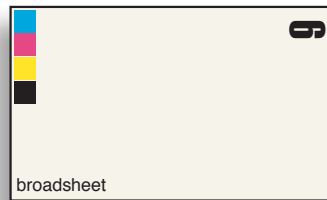
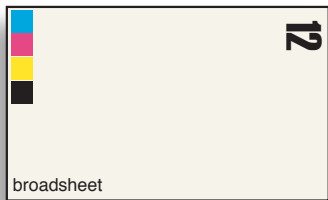
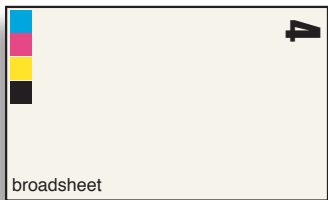
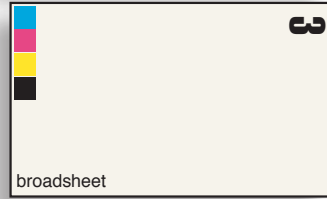
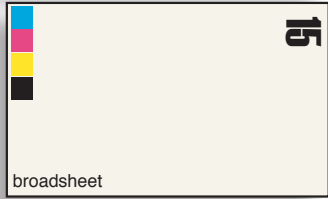
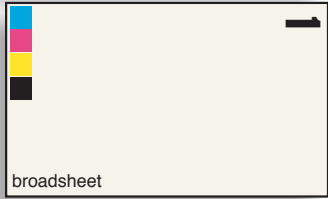
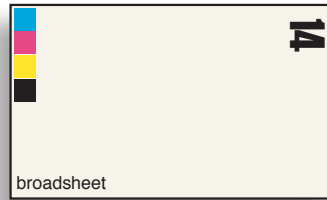
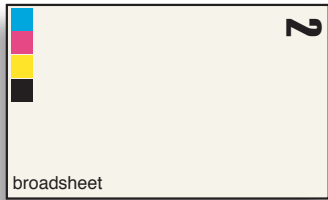
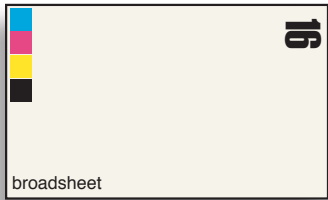


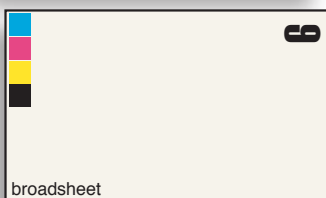
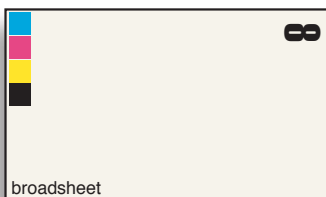
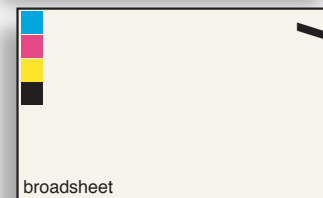
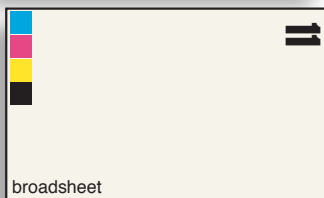
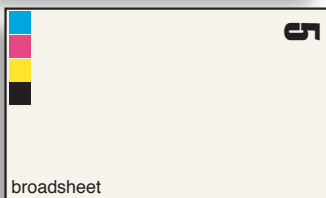
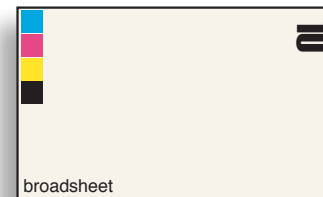
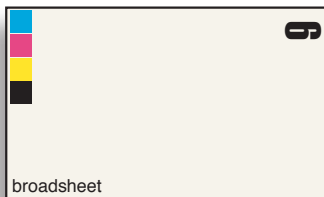
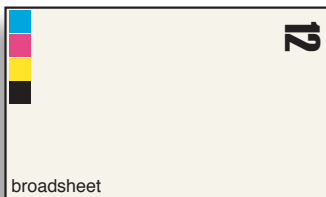
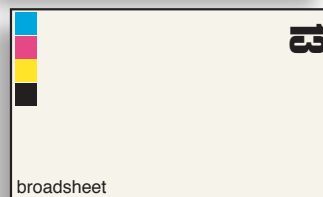
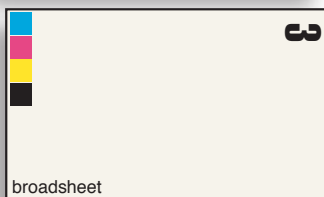
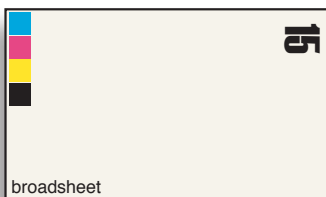
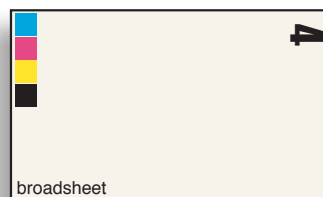
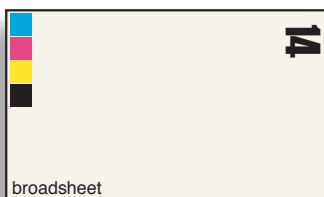
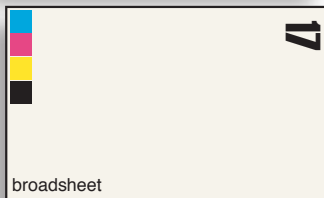
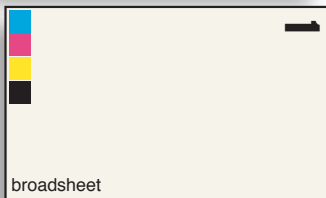
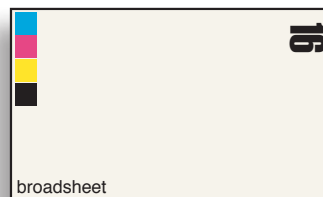
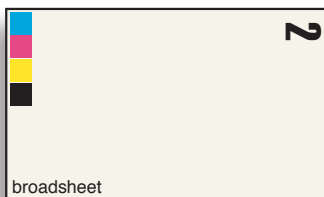
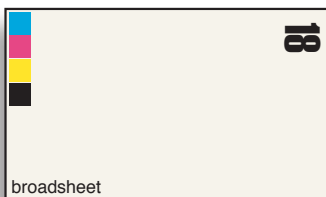


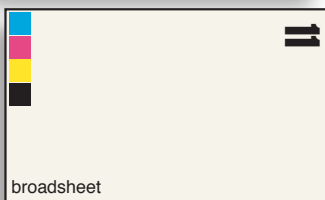
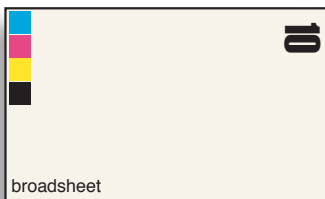
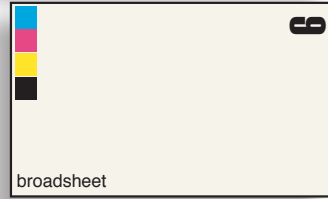
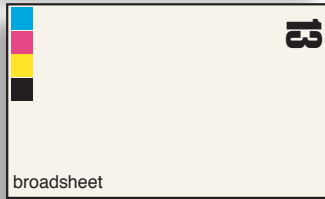
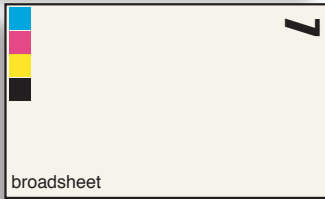
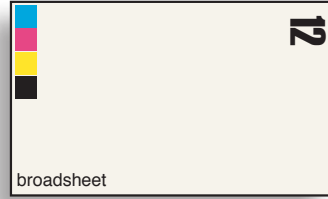
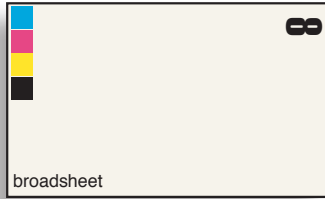
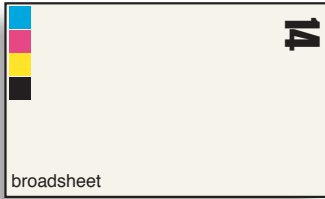
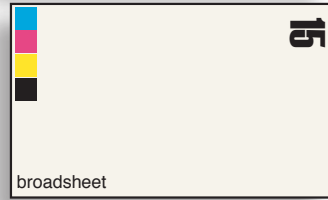
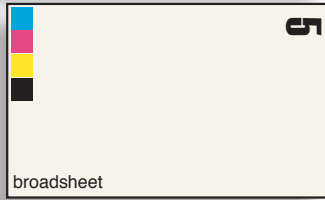
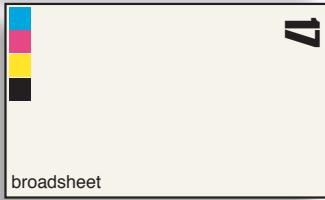
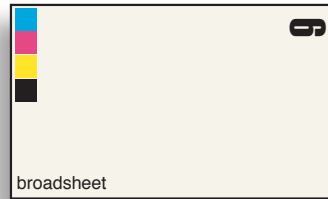
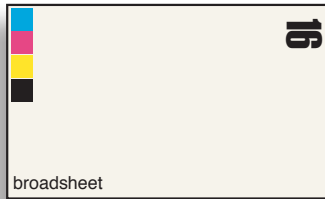
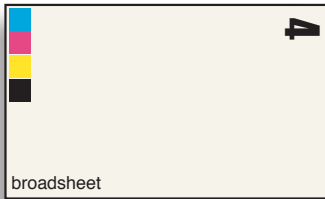
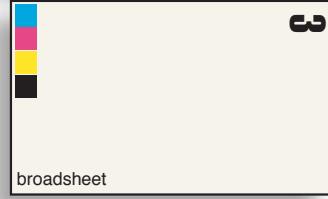
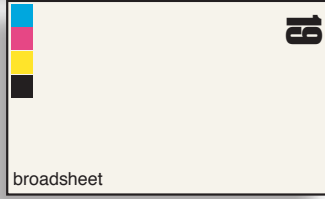
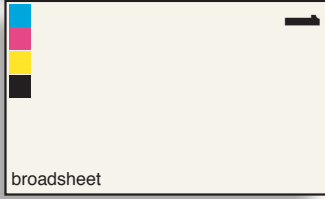
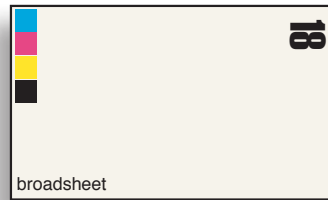
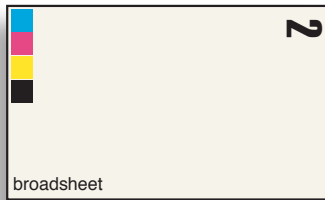
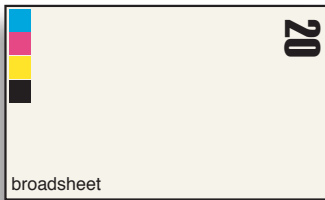


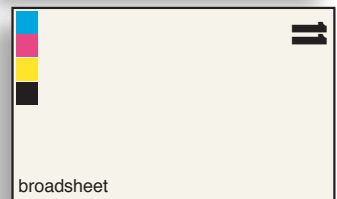
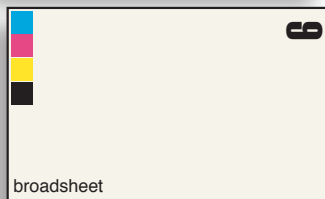
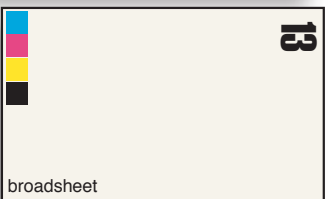
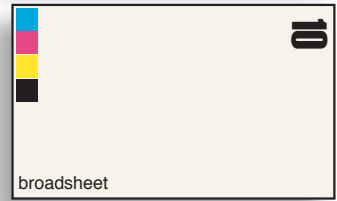
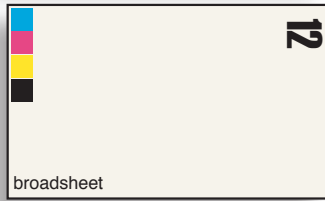
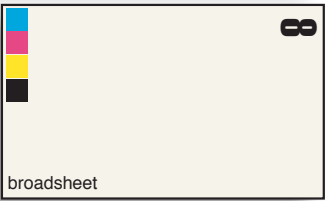
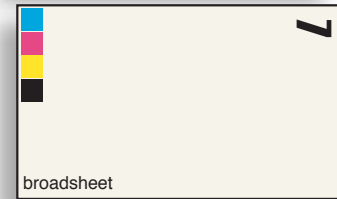
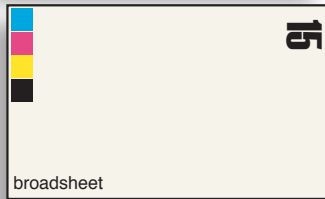
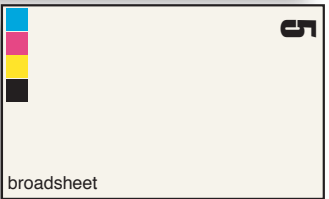
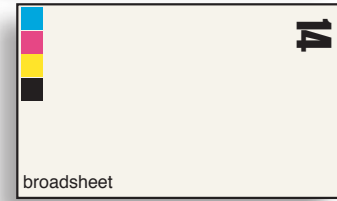
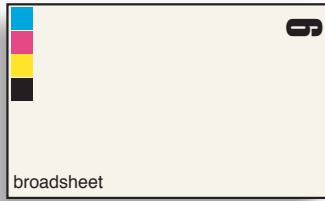
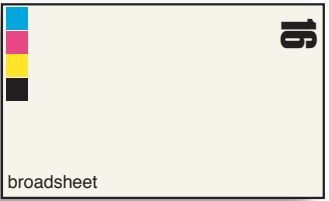
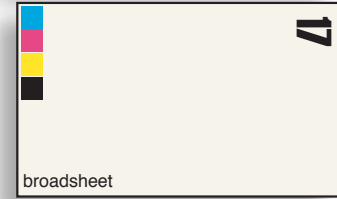
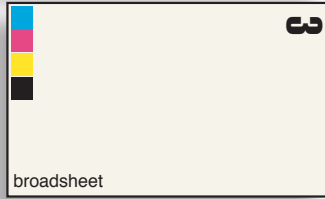
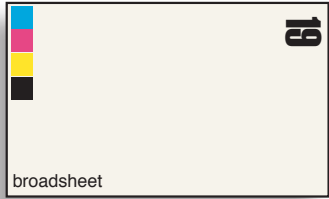
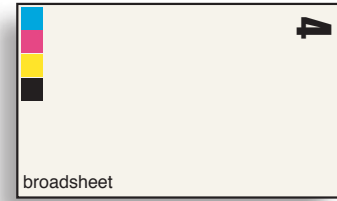
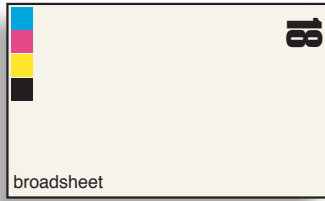
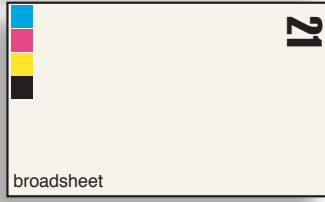
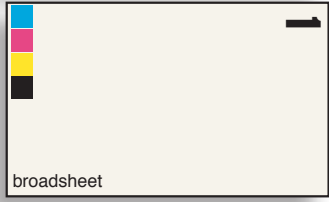
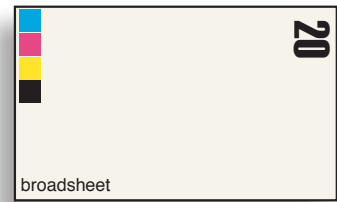
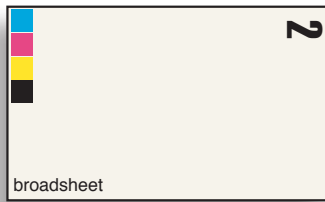
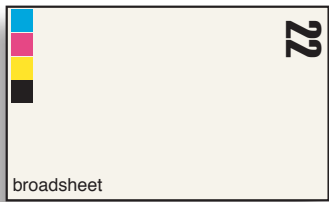


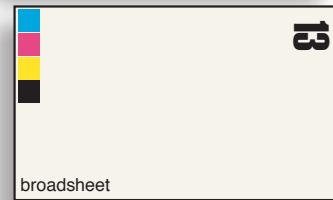
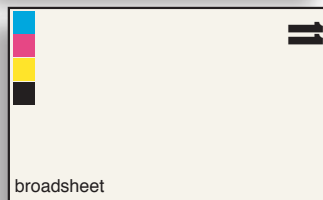
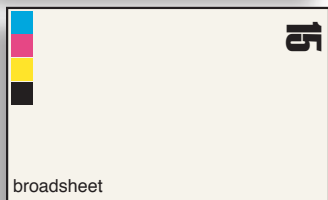
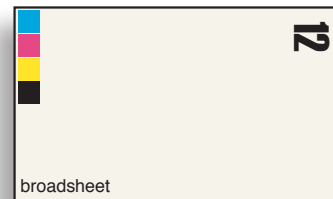
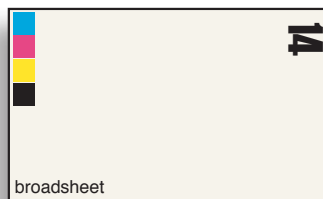
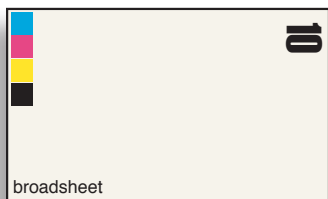
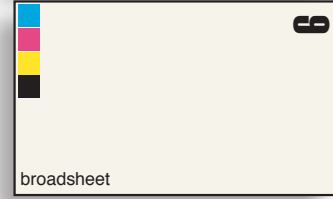
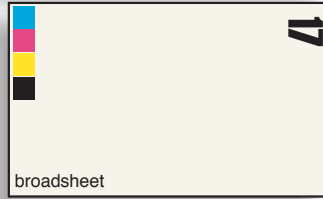
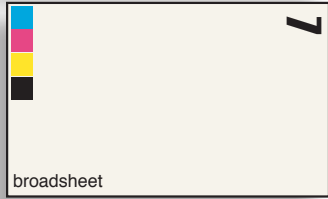
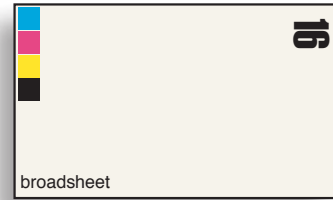
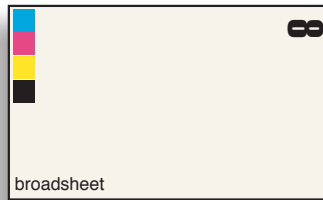
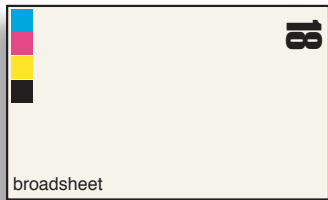
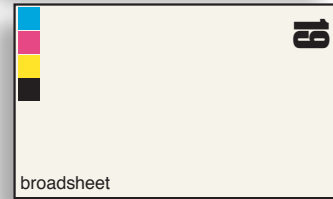
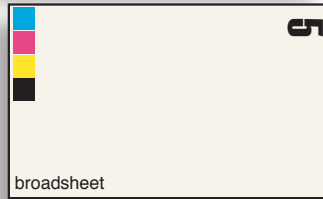
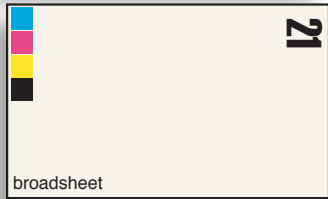
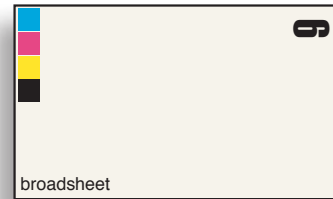
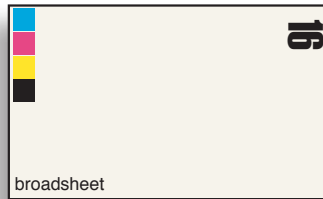
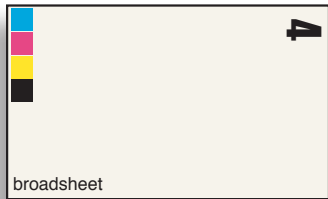
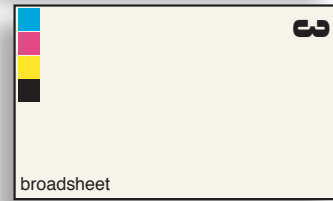
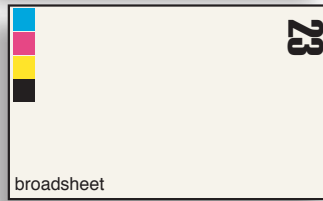
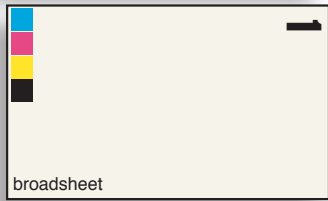
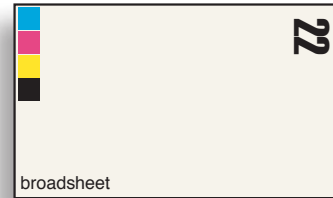
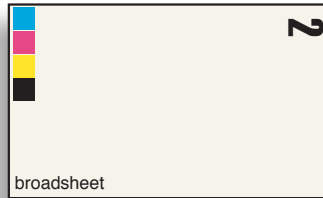
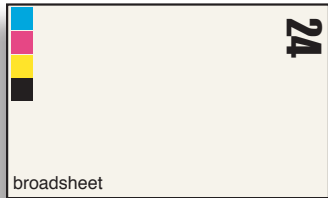
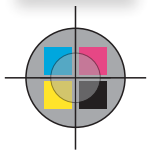




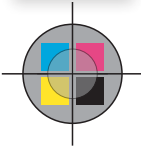


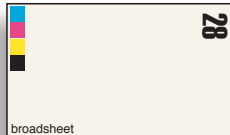
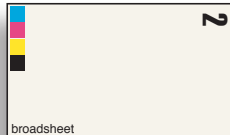
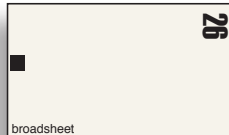
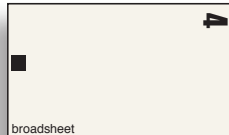
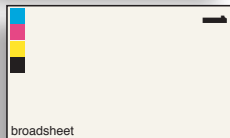
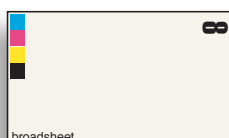
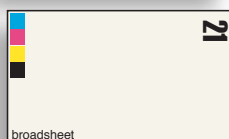
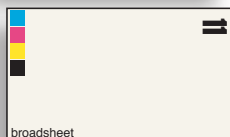






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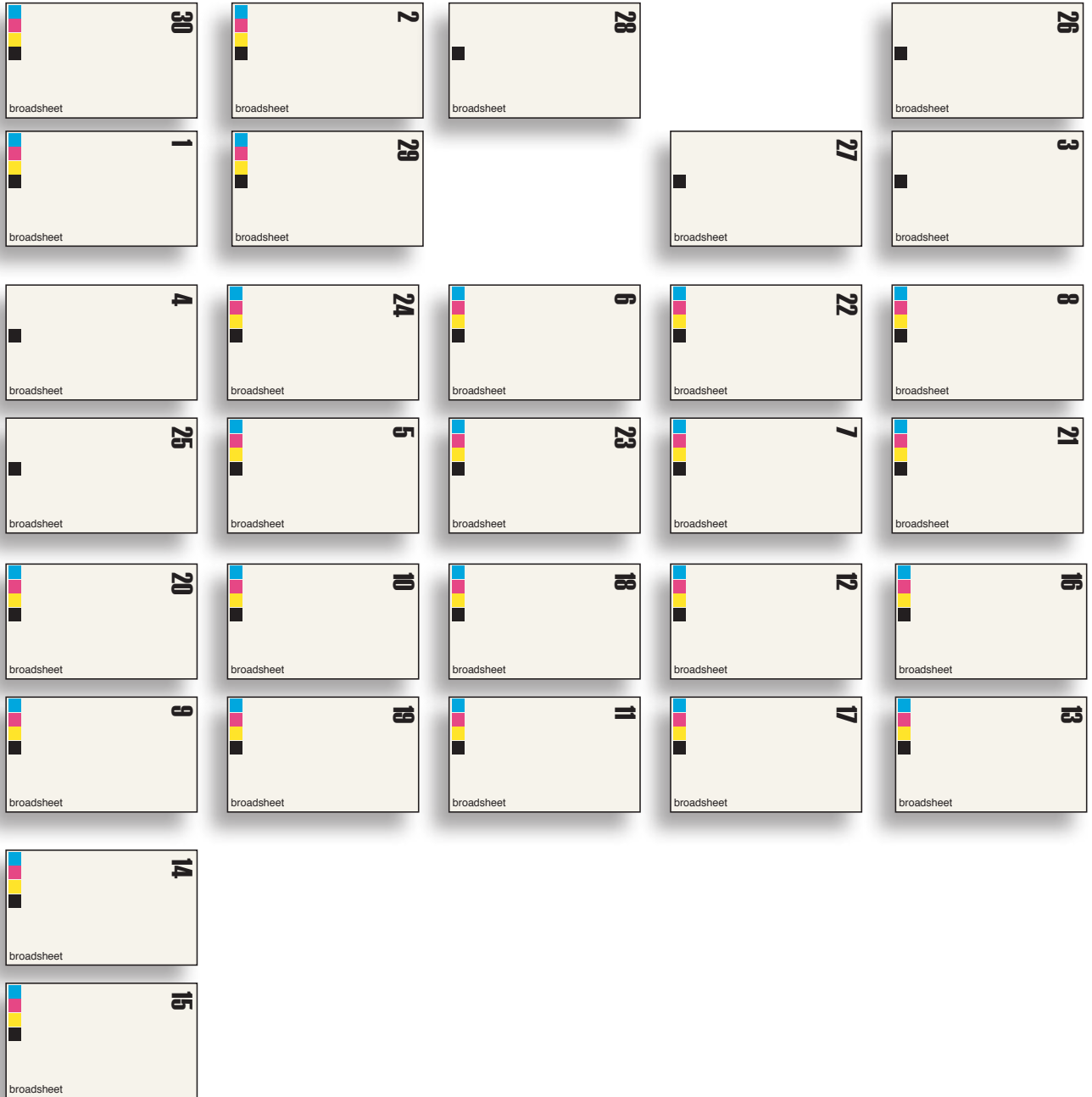
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 broadsheet 23	 broadsheet 7	 broadsheet 21	 broadsheet 9	 broadsheet 19
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 broadsheet 11	 broadsheet 17	 broadsheet 13	 broadsheet 15	






































 4 Process Color Available

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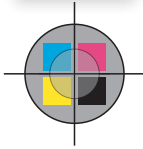


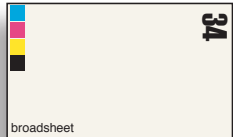
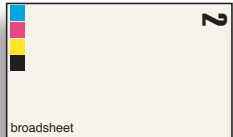
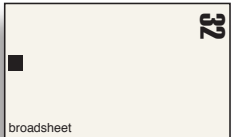
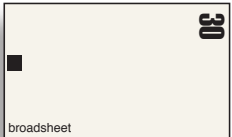
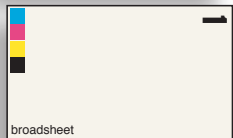
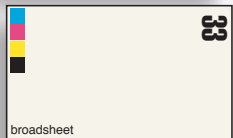
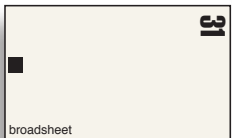
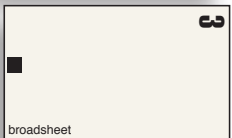
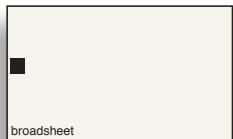
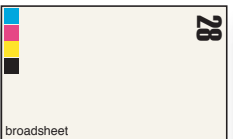
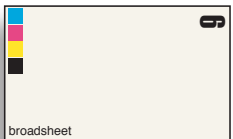
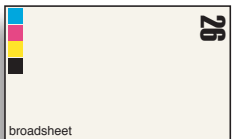
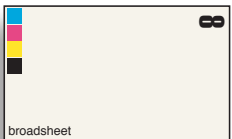
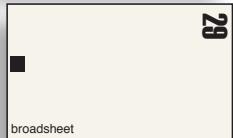
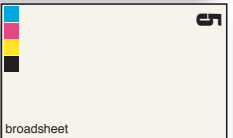
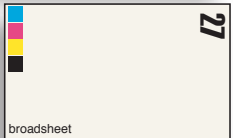
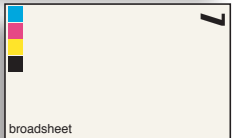
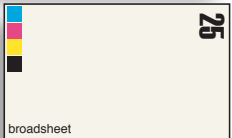
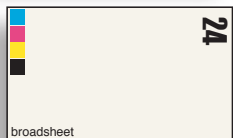
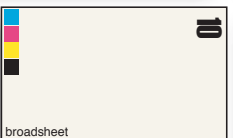
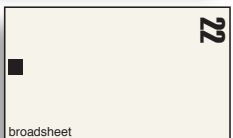
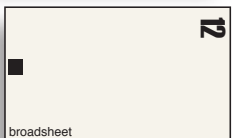
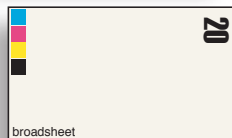
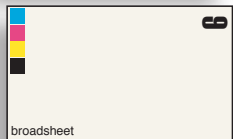
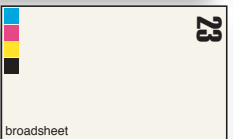
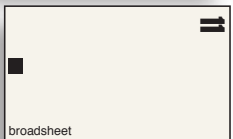
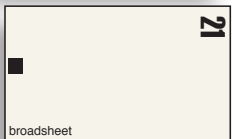
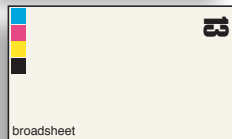
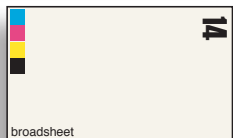
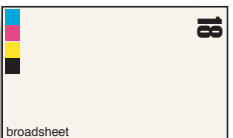
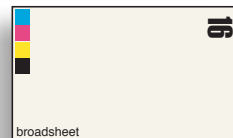
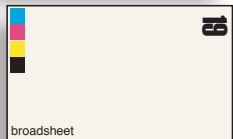
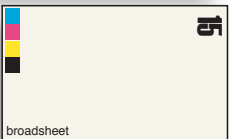
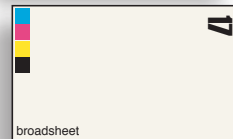
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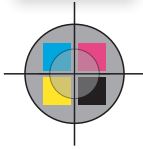
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 broadsheet 22	 broadsheet 12	 broadsheet 20	 broadsheet 14	 broadsheet 18
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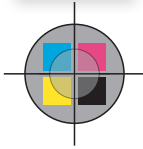
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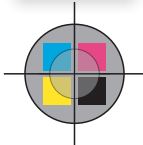
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 broadsheet 11	 broadsheet 25	 broadsheet 13	 broadsheet 23	 broadsheet 15
 broadsheet 16	 broadsheet 20	 broadsheet 18		
 broadsheet 21	 broadsheet 17	 broadsheet		

4 Process Color Available
 Black and White Only



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 broadsheet 1	 broadsheet 37		 broadsheet 35	 broadsheet 3
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 broadsheet 28	 broadsheet 10	 broadsheet 26	 broadsheet 12	 broadsheet 24
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4 Process Color Available
 Black and White Only



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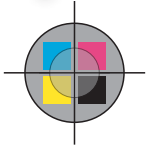
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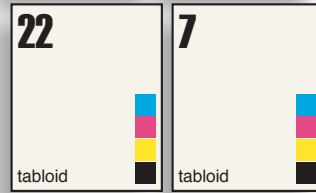
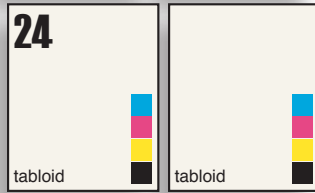
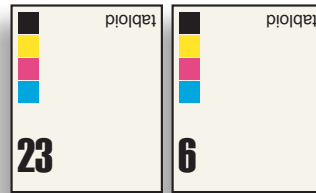
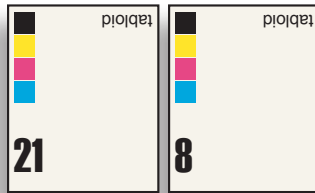
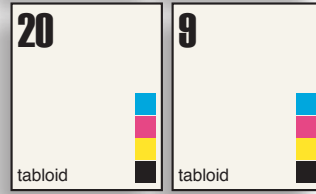
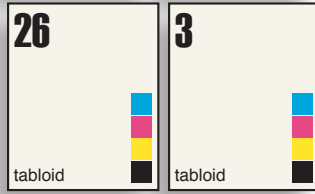
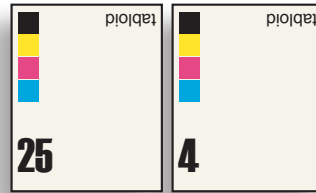
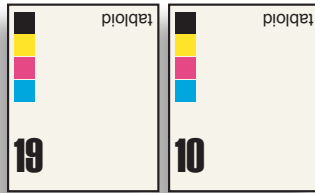
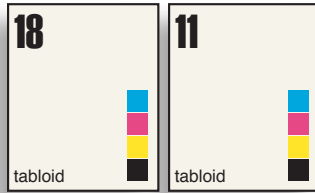
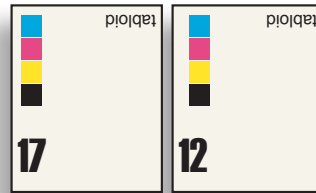
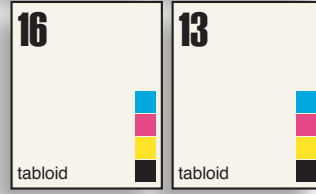
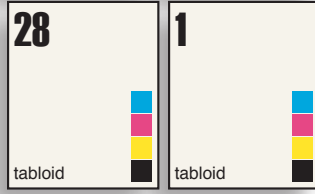
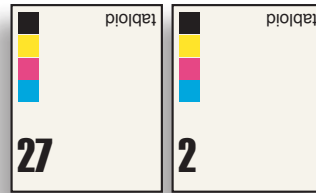
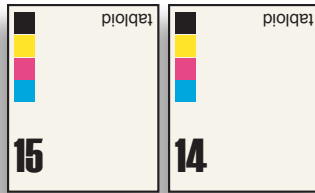
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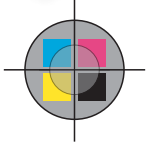


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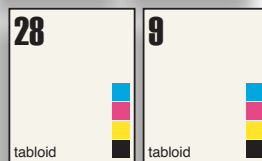
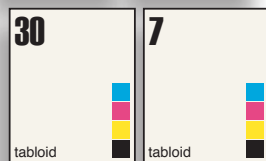
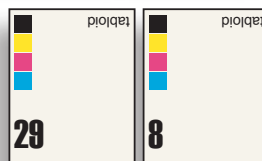
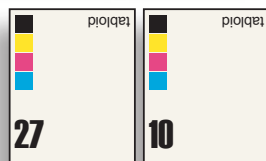
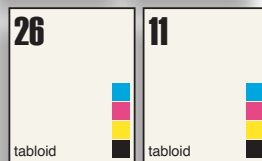
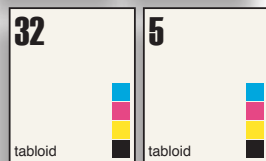
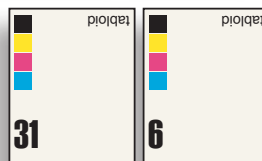
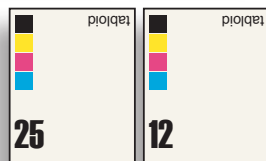
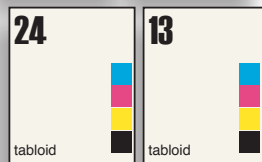
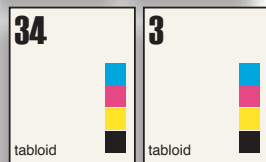
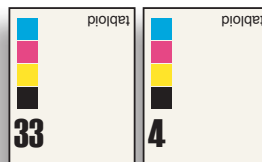
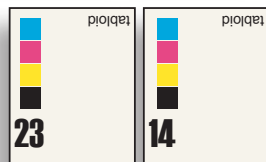
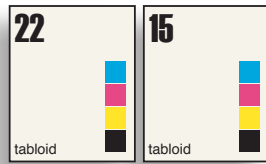
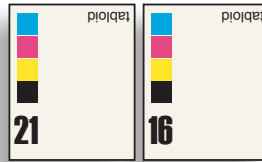
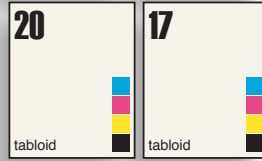
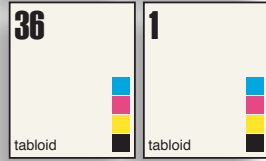
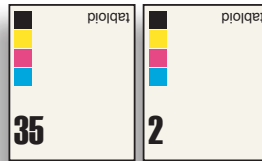
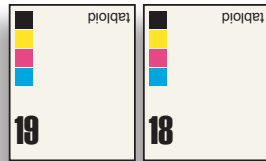


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<p>21</p>	<p>12</p>	<p>27</p>	<p>6</p>
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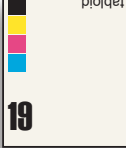
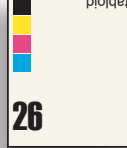
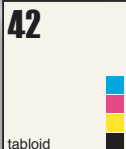
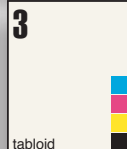



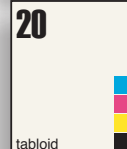
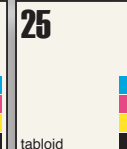


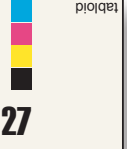



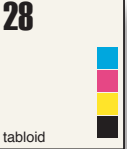

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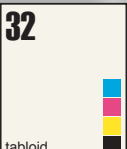
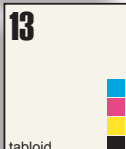
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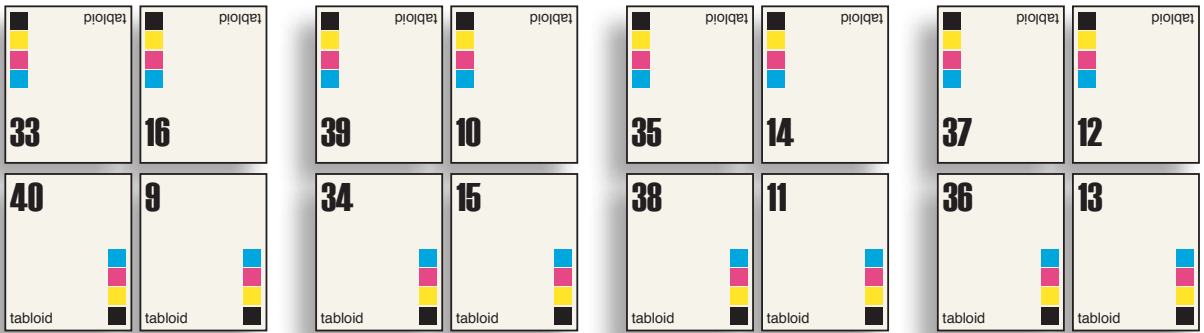
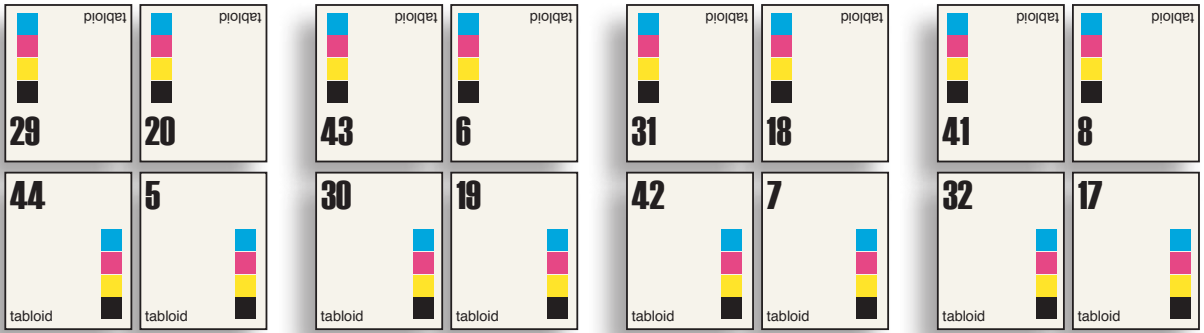
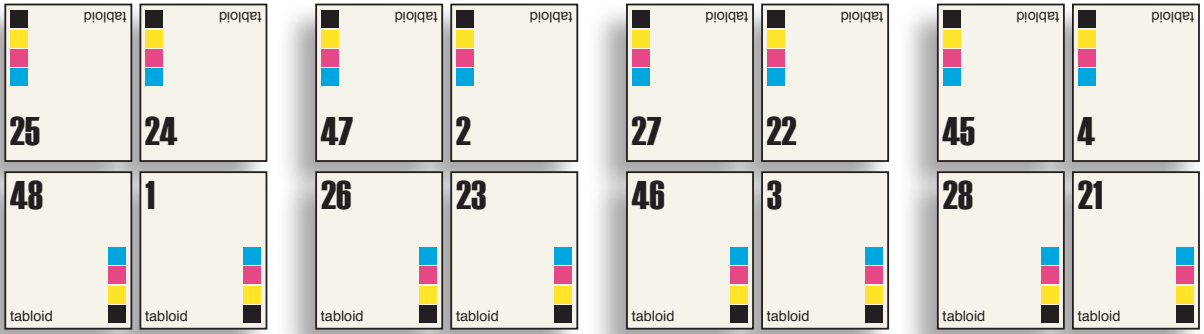
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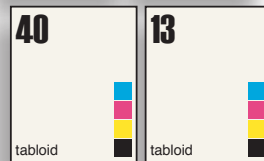
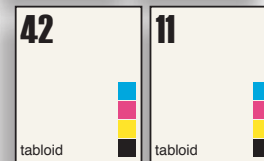
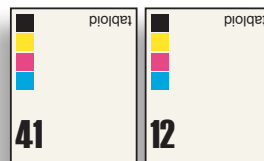
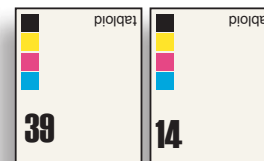
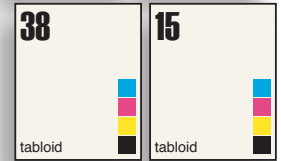
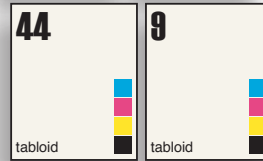
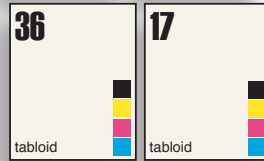
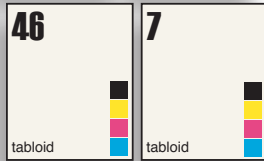
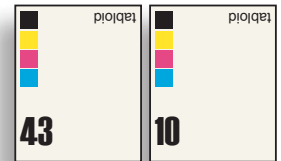
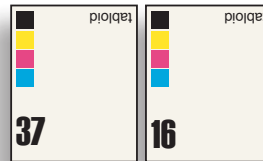
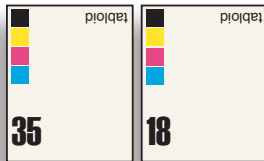
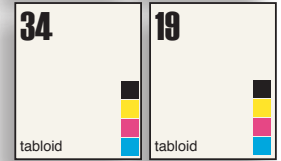
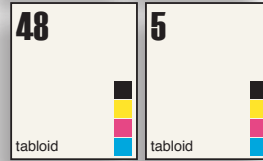
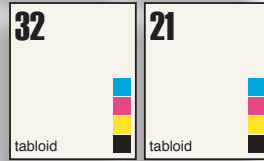
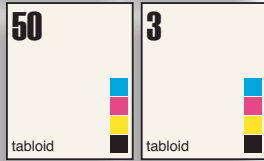
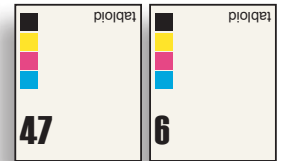
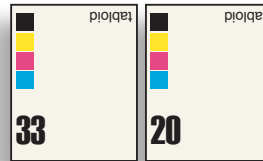
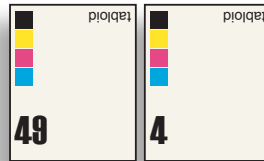
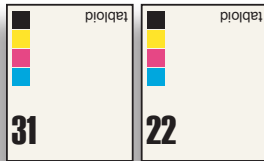
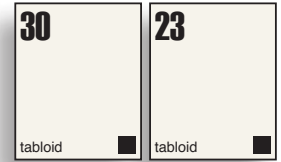
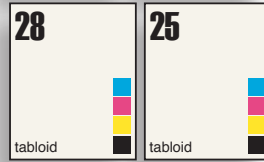
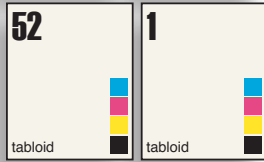
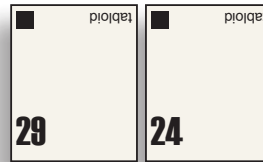
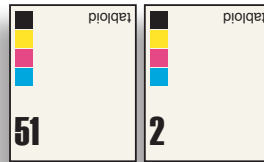
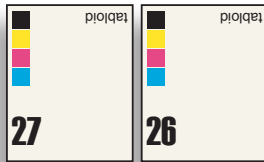
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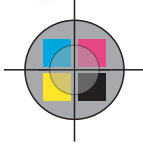


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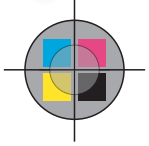
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 41	 16	 43	 14				
 44	 13	 42	 15				

4 Process Color Available
Black and White Only



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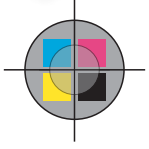
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4 Process Color Available

Black and White Only



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4 Process Color Available

 Black and White Only



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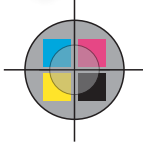
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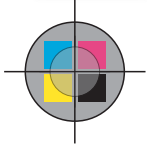




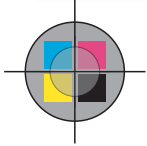
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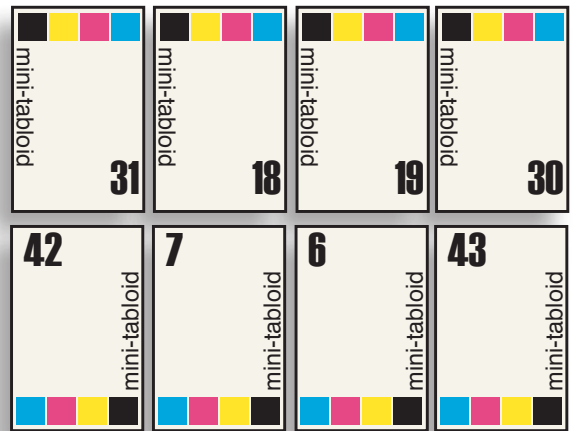
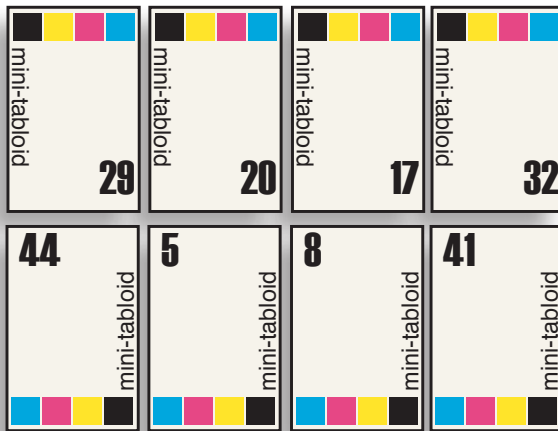
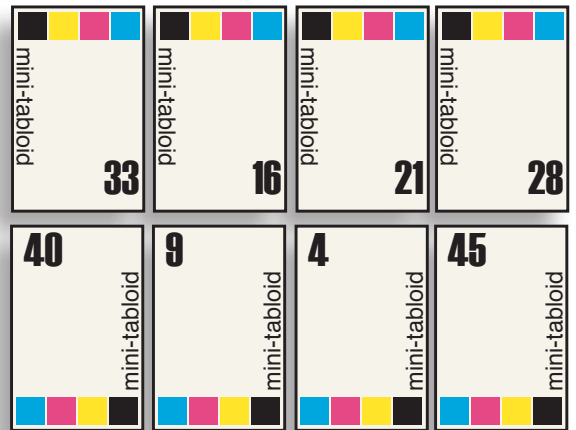
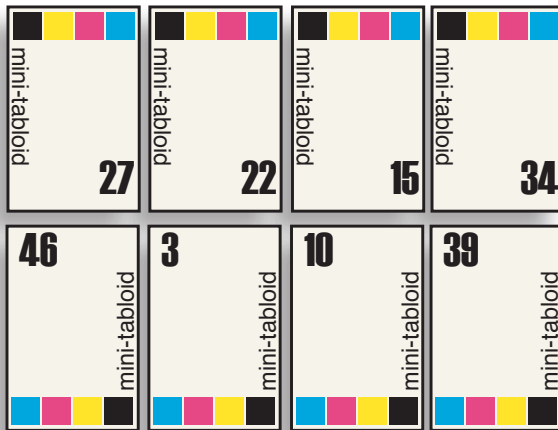
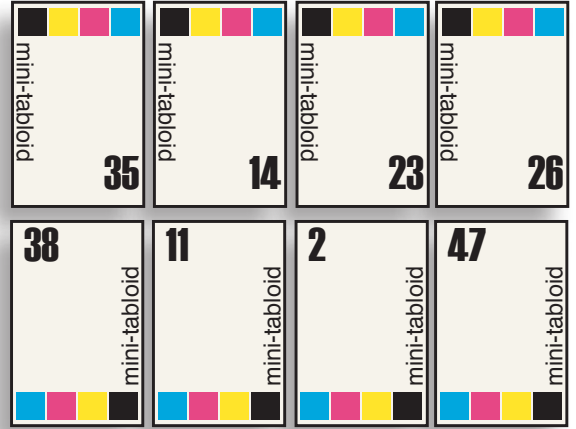
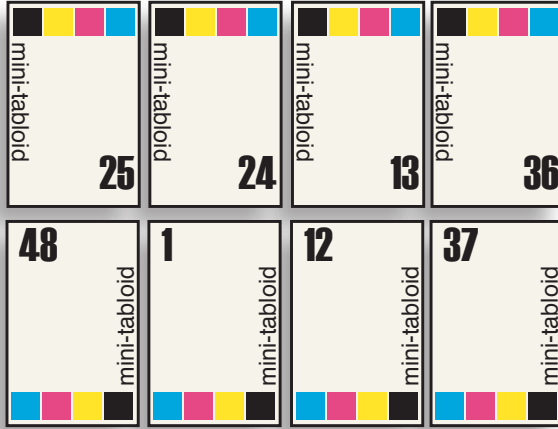
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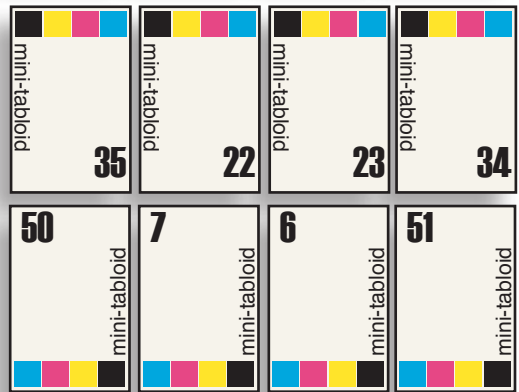
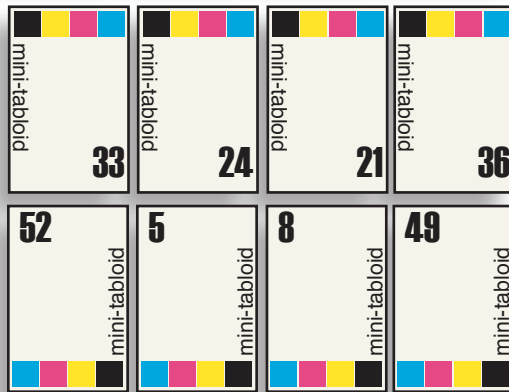
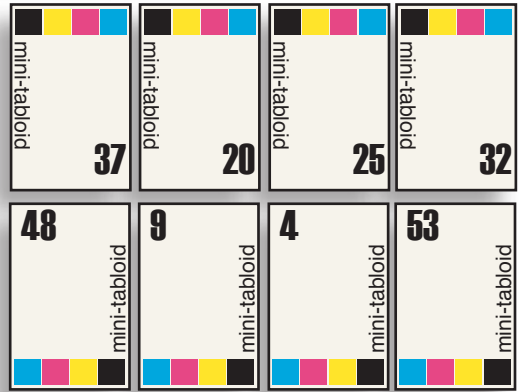
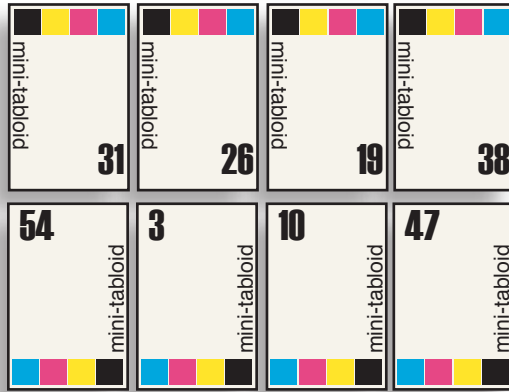
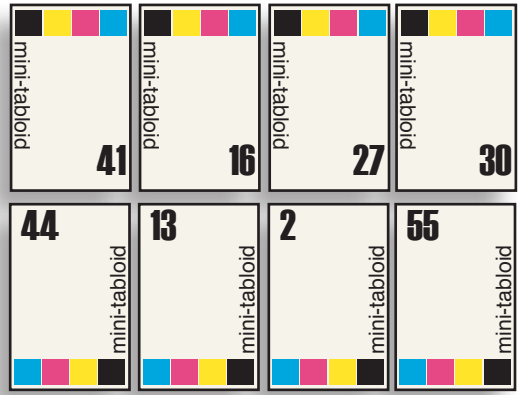
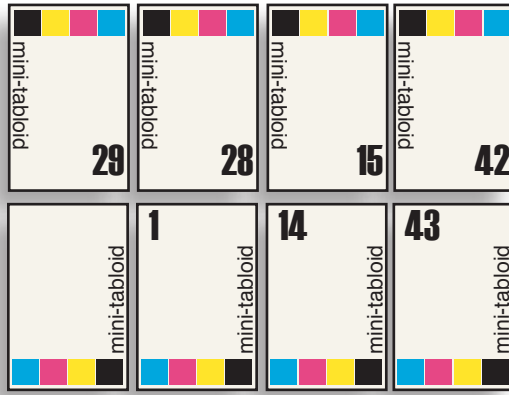
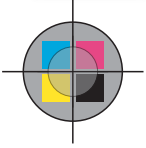
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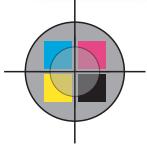
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72 mini-tabletoid 	1 mini-tabletoid 	18 mini-tabletoid 	55 mini-tabletoid 	56 mini-tabletoid 	17 mini-tabletoid 	2 mini-tabletoid 	71 mini-tabletoid
mini-tabletoid 21	mini-tabletoid 52	mini-tabletoid 16	mini-tabletoid 57	mini-tabletoid 51	mini-tabletoid 22	mini-tabletoid 58	mini-tabletoid 15
mini-tabletoid 39	mini-tabletoid 34	mini-tabletoid 23	mini-tabletoid 50	mini-tabletoid 49	mini-tabletoid 24	mini-tabletoid 33	mini-tabletoid 40
70 mini-tabletoid 	3 mini-tabletoid 	14 mini-tabletoid 	59 mini-tabletoid 	60 mini-tabletoid 	13 mini-tabletoid 	4 mini-tabletoid 	69 mini-tabletoid
mini-tabletoid 41	mini-tabletoid 32	mini-tabletoid 25	mini-tabletoid 48	mini-tabletoid 47	mini-tabletoid 26	mini-tabletoid 31	mini-tabletoid 42
68 mini-tabletoid 	5 mini-tabletoid 	12 mini-tabletoid 	61 mini-tabletoid 	62 mini-tabletoid 	11 mini-tabletoid 	6 mini-tabletoid 	67 mini-tabletoid
mini-tabletoid 43	mini-tabletoid 30	mini-tabletoid 46	mini-tabletoid 45	mini-tabletoid 28	mini-tabletoid 29	mini-tabletoid 44	mini-tabletoid 44
66 mini-tabletoid 	7 mini-tabletoid 	10 mini-tabletoid 	63 mini-tabletoid 	64 mini-tabletoid 	9 mini-tabletoid 	8 mini-tabletoid 	65 mini-tabletoid

4 Process Color Available
Black and White Only



mini-tabloid 41	mini-tabloid 40	mini-tabloid 21	mini-tabloid 60	mini-tabloid 59	mini-tabloid 22	mini-tabloid 39	mini-tabloid 42
80 mini-tabloid 	1 mini-tabloid 	20 mini-tabloid 	61 mini-tabloid 	62 mini-tabloid 	19 mini-tabloid 	2 mini-tabloid 	79 mini-tabloid
mini-tabloid 43	mini-tabloid 38	mini-tabloid 23	mini-tabloid 58	mini-tabloid 57	mini-tabloid 24	mini-tabloid 37	mini-tabloid 44
78 mini-tabloid 	3 mini-tabloid 	18 mini-tabloid 	63 mini-tabloid 	64 mini-tabloid 	17 mini-tabloid 	4 mini-tabloid 	77 mini-tabloid
mini-tabloid 45	mini-tabloid 36	mini-tabloid 25	mini-tabloid 56	mini-tabloid 55	mini-tabloid 26	mini-tabloid 35	mini-tabloid 46
76 mini-tabloid 	5 mini-tabloid 	16 mini-tabloid 	65 mini-tabloid 	66 mini-tabloid 	15 mini-tabloid 	6 mini-tabloid 	75 mini-tabloid
mini-tabloid 47	mini-tabloid 34	mini-tabloid 27	mini-tabloid 54	mini-tabloid 53	mini-tabloid 28	mini-tabloid 33	mini-tabloid 48
74 mini-tabloid 	7 mini-tabloid 	14 mini-tabloid 	67 mini-tabloid 	68 mini-tabloid 	13 mini-tabloid 	8 mini-tabloid 	73 mini-tabloid
mini-tabloid 49	mini-tabloid 32	mini-tabloid 29	mini-tabloid 52	mini-tabloid 51	mini-tabloid 30	mini-tabloid 31	mini-tabloid 50
72 mini-tabloid 	9 mini-tabloid 	12 mini-tabloid 	69 mini-tabloid 	70 mini-tabloid 	11 mini-tabloid 	10 mini-tabloid 	71 mini-tabloid

4 Process Color Available
Black and White Only