



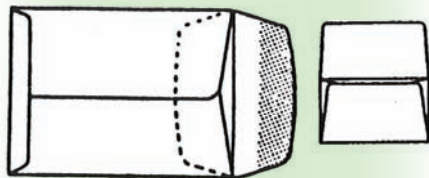
Envelopes

Panaprint has a variety of envelope options for your mailings.



Commercial and Official

Booklet



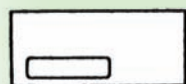
Catalog

Wallet Flap



Baronial

Uniseal



Window

USPS ENVELOPE SIZE CLASSIFICATIONS

Letter: small, rectangular mail piece no thicker than 1/4"

Large Envelope: flat, rectangular mail piece no thicker than 3/4"

		Length	x	Height
Letter (up to 3.5 oz.)	Minimum	5"	x	3 1/2"
	Maximum	11 1/2"	x	6 1/8"
Large Envelope	Minimum	11 1/2"	x	6 1/8"

TYPES

Commercial and Official

- Perfect for business correspondence

Booklet

- Ideal for direct mail

Catalog

- Sufficient mailing protection for many classes of catalogs

Wallet Flap

- Usually used for remittance purposes

Baronial

- More formal envelope with a deep, pointed flap
- Often used for greetings, invitations, announcement, etc.

Uniseal

- Seals without moisture

Window

- Used primarily for business, such as invoices and statements
- The window saves time and eliminates double typing of address

Don't forget to ask us about other ways to customize mailing for your project including tab sealing, poly-bagging, fulfillment services, and more!

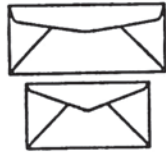


Ask your Panaprint customer service representative or one of our mailing experts for more information.



Envelopes

continued



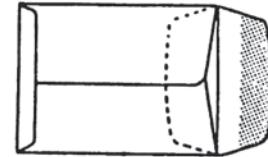
COMMERCIAL AND OFFICIAL

6 1/4	3 1/2 x 6	3
6 3/4	3 5/8 x 6 3/4	4 1/2
7 3/4	3 3/4 x 6	5
Monarch	3 7/8 x 7 1/2	6
8 5/8	3 5/8 x 8 5/8	6 1/2
9	3 1/2 x 8 7/8	6 5/8
10	4 1/8 x 9 1/2	7
11	4 1/2 x 10 3/8	7 1/4
12	4 3/4 x 11	7 1/2
14	5 x 11 1/2	9
		9 1/2
		10
		13



BOOKLET

4 3/4 x 6 1/2
5 1/2 x 7 1/2
5 1/2 x 8 1/8
5 3/4 x 8 7/8
6 x 9
6 x 9 1/2
6 1/4 x 9 5/8
7 x 10
7 1/2 x 10 1/2
8 3/4 x 11 1/2
9 x 12
9 1/2 x 12 5/8
10 x 13



CATALOG

1	6 x 9
1 3/4	6 1/2 x 9 1/2
3	7 x 10
6	7 1/2 x 10 1/2
8	8 1/4 x 11 1/4
9 3/4	8 3/4 x 11 1/4
10 1/2	9 x 12
12 1/2	9 1/2 x 12 1/2
13 1/2	10 x 13
14 1/2	11 1/2 x 14 1/2
15 1/2	12 x 15 1/2



WALLET FLAP

Regular		5
6 1/4	3 1/2 x 6	5 1/2
6 3/4	3 5/8 x 6 1/2	5 3/4
	3 1/2 x 7 1/2	6
9	3 7/8 x 8 7/8	



BARONIAL

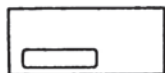
4 1/8 X 5 1/8
4 3/8 X 5 5/8
4 5/8 X 5 15/16
5 X 6



UNISEAL

(Seal Without Moisture)
 6 1/2 x 9 1/2
 9 x 12
 10 x 13
 Available in other sizes upon request

STANDARD WINDOW SIZE AND WINDOW POSITIONS



Envelope Size	Window Size	Left Margin	Bottom Margin
6 1/4	1 1/8 x 4 1/2	7/8"	1/2"
6 3/4	1 1/8 x 4 1/2	7/8"	1/2"
Monarch	1 1/8 x 4 1/2	7/8"	1/2"
8 5/8 (Check)	7/8 x 3 3/4	1	13/16"
9-10-11-12-14	1 1/8 x 4 1/2	7/8"	1/2"

Special sizes, papers and multicolor tight register may require converting after printing on flat sheets. The minimum quantity for converting is 5,000. Please allow 30 days for orders requiring this special service.