

# ART PRODUCTION SHEET

You can use this sheet to plan the layout of your binder cover.

1. If you want to use a greATColor® Design Template, indicate the number below.
2. Indicate the position of your text, photos, logos, etc. on the diagram below.
3. If you are sending us type or artwork, make sure it is digital or camera-ready line artwork.
4. If you want us to set the type for you, indicate below whether it should be ALL CAPS or Upper and Lower Case. Also note whether the lettering on the spine should be stacked vertically or run horizontally. All text must be typed and attached to this sheet.

5. Attach a copy of this sheet with your purchase order, and keep the original for your files.

*If you have any questions, please feel free to call.*

greATColor®  
Design Template  
number:

\_\_\_\_\_

TYPE SHOULD BE:

ALL CAPS

-or-

Upper and  
Lower Case

Spine Imprint  
(Circle One)

• V E R T I C A L •	-or-	• H O R I Z O N T A L •
--	------	--



*Diagram is in proportion for a 1" capacity binder for 11"x8½" sheet size paper.*



106 Gamma Drive/Pittsburgh, PA 15238-2949  
Call Toll Free: 800-245-6600 or: 800-456-6602  
Local: 412-967-0900  
FAX#: 412-967-9990  
E-mail: atc@binders.com  
Website: www.binders.com