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3 Binding Edge, Inc.
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6 D.E. Baugh Company, Inc.
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7 Diamond Die & Bevel Cutting, LLC
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GLGA BELIEVES THAT PRINT IS - AND WILL REMAIN - A VITAL AND EXCITING PIECE OF BUSINESS COMMUNICATION.

GLGA CHAMPIONS THE VALUE OF PRINT IN ALL FORMS TO THE GREATER COMMUNITY.

GLGA REPRESENTS THE STRONGEST AND BEST-KNOWN COMPANIES IN THE PRINTING INDUSTRY.

ABOUT GLGA
The Great Lakes Graphics Association (GLGA) is an industry trade association that represents nearly 13 percent of the total print market in the United States and its three-state region accounts for combined annual shipments of nearly \$19 billion, according to the Printing Industries of America's most recent Print Market Atlas.



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Great Lakes Graphics Association

POSTPRESS SERVICES DIRECTORY

As a printer, you have two choices when it comes to “value-added” services for your non-core print-related business. You can invest in finishing and binding equipment and staff, or you can outsource the jobs.

There are numerous benefits to working with a trade Postpress partner to complete your work. Trade postpress partners have an uncompromising expertise in the services they provide, with a skilled staff whose only focus is on the finishing and binding capabilities they offer. Choosing to work with a trade binder or finisher allows you to spend your time and resources in the printing area where you excel.

Outsourcing work to a trade postpress partner instead of producing it in-house is financially efficient. Your related expenses may be paid out within a timely period after completion and billing of the work. In addition, your outsourcing invoice is your total expense –there are no additional expenses such as upfront equipment and supply purchases, maintenance, and ongoing employee costs such as payroll and benefits.

You are holding a helpful guide to the finest trade binders and finishers in the Midwest. All are members of the Great Lakes Graphics Association, the regional trade association representing the printing industry in Illinois, Indiana and Wisconsin and a regional affiliate of Printing Industries of America. The services provided by GLGA members are unparalleled in their industry. GLGA members are committed to producing a quality product, on time, with competitive pricing.

GLGA's trade postpress members are proud to be an integral part of the graphic arts industry. They will provide you with the quality you need to help you stand out as a versatile supplier to your customers. Consult the chart inside to identify the services you require, and contact the GLGA members with those capabilities. Find out how a trade postpress partner can help you conserve your valuable resources and augment your offerings.

Guidelines for Normal Spoilage Allowances

Because spoilage occurs in every post-press operation, your trade binder or finisher needs sufficient print overruns in order to deliver full counts.

The following spoilage guidelines were developed to help customers plan print production needs.

These guidelines cannot apply to every job. So, always check with your postpress partner to confirm their spoilage requirements.

Insertor/Stitcher/Trimmer

(Normal job on paper stock of 45# coated up to 100# coated)

1 pocket - 2% of the finished count, plus 50 signatures for make-ready

2 pockets - 2 1/4% of the finished count, plus 500 signatures for make-ready

3 pockets - 2 3/4% of the finished count, plus 500 signatures for make-ready

4 pockets - 3% of the finished count, plus 500 signatures for make-ready

Example:
500,000 finished books of four 8-page signatures. Spoilage allowance 15,000 of each signature, plus 500 (four 8-page signatures; 4 pockets = 3% of 500,000 finished books or 15,000, plus 500 for make-ready = 15,500.)

Signatures received with bent laps could increase this spoilage guideline.

Additional percentages:

• 1 1/2% for one-up oblong books

• 1/2% for all two-up jobs

• 2% for 4-page signatures of 50# book weight or lighter

• 1/2% for each 8-page signature

• 2% for jobs on uncoated stock lighter than 45#

• 1% per vacuum-fed signature

Mechanical Binding

Unlike other binding services, Mechanical Binding requires a very labor intense process and has different spoilage requirements from most automatic binding methods. In mechanical binding processes, the material must be handled as individual units. In automated processes, the theoretical “bugs” that cause spoilage are out of the production process after a machine is set. Certainly, some of the spoilage allowances are similar between mechanical and automatic binding methods. The following “Additional Guidelines” also apply to Mechanical Binding. Please contact your finisher to obtain their spoilage requirements.

Flat Cutter

1/2% per 1,000 finished pieces

Additional percentage:
1/4% additional allowance for stock with re-moistenable gum strip

Example:

500,000 finished 8 1/2 x 11 flat pieces = 1/2% of 500,000 or 2,500 pieces for spoilage. For paper stock lighter than 45# do not use these specifications...consult your finisher.

Buckle Folders

Make-ready/set-up = 1% of stock for each folder, plus 1% of the finished pieces.

Additional percentage:

1/2% of the folded finished pieces for each additional folding machine section used whether used in parallel or right angle.

Example:

100,000 17 x 22 sheets folded to 8 1/2 x 5 1/2 (3 right angle folds) to be run on two folders.

Spoilage allowance:

1% of 100,000 or 1,000 pieces (1/2% for each of two additional folding machine sections) plus 1% of stock for each folder set-up.

The following items will increase basic spoilage:

- Curly stock
- Lightweight (less than 45# uncoated)
- Gluing or pasting
- Pin perforation
- Perforations close to the fold
- Gatefolds

When these conditions exist, please consult your finisher.

Adhesive Binding

Up to six, 16-page signatures:

Quantity	Set-Up	Spoilage
Less than 1,000	10%	10%
1,001-5,000	100 pieces	5%
5,001-10,000	100 pieces	4%
More than 10,000	100 per set-up	3%

Increase above percentages by 1/4% for each additional form. The following items will affect spoilage for adhesive binding:

- Lightweight (less than 45# uncoated)
- 6- and 8-page covers
- Short forms
- Fold-out forms

When these conditions exist, please consult your finisher.

Added Finishing Services

Quantity	Die-Cutting	Embossing
Set Up	250 Sheets	250 Sheets
Less than 1,000	10%	10%
1,001-2,500	6%	5%
2,500 - 5,000	5%	4%
5,001-10,000	4%	3%
10,001-20,000	3%	2%
More than 20,000	2%	1%

Quantity	Foil Leaf per color	Auto Fold/ Auto Glue
Set Up	350 Sheets	500 pieces
Less than 1,000	10%	10%
1,001-2,500	7%	9%
2,500 - 5,000	6%	7%
5,001-10,000	5%	5%
10,001-20,000	4%	4%
More than 20,000	3%	3%

Additional Guidelines

The following factors could adversely affect these spoilage guidelines:

1. Condition of material as it is packed on pallets or skids going to the finishing operation.
2. Stock curl.
3. Kind and weight of paper, depending upon application.
4. Numerous lots or codes.
5. Paper that does not lay flat due to heavy ink coverage, special coatings, tape, spot UV, perms or scores.
6. Quality control sample pulls should be a consideration.

Keep in mind the following:

• Additional waste occurs in packaging.

• Allowable overrun is an important part of the target figure; therefore, when no underrun is allowed, an additional 10% beyond expected spoilage must be delivered to the finisher on most jobs.