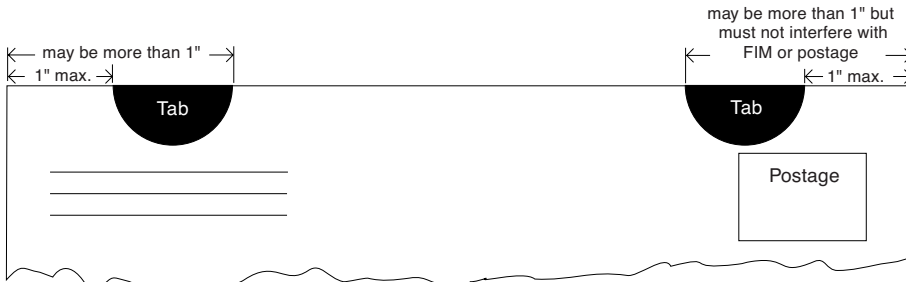


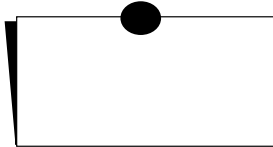
Placement of Tabs and Wafer Seals



Specifications for Automation-Compatible Letter-Size Mailpieces

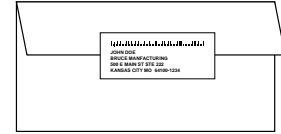
Double Postcard

Tabs 1 (middle)
Folded Edge Top or Bottom
Sheets Single
Basis Weight 75 lb.



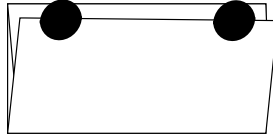
Folded Self-Mailer (Invitation Fold)

Tab Address Label
Folds Top and Bottom
Sheets Multiple or Single
Basis Weight 20 lb.



Folded Self-Mailer

Tabs 2 (start \leq 1 inch from edges)
Folded Edge Top or Bottom
Sheets Single
Basis Weight 20 lb.



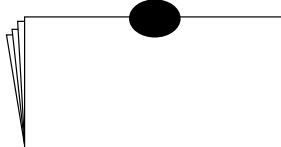
Folded Self-Mailer (Continuous Glue Strip)

Open Edge Top
Folded Edge Bottom
Sheets Single
Basis Weight 20 lb.



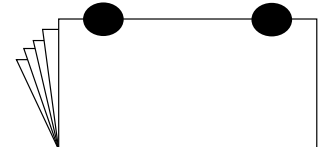
Folded Self-Mailer

Tabs 1 (middle)
Folded Edge Bottom
Sheets Multiple
Basis Weight 24 lb.



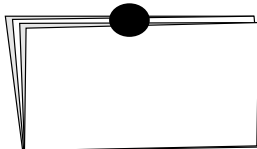
Booklet

Tabs 2 (start \leq 1 inch from edges)
Spine Bottom
Sheets Multiple with Cover
Basis Weight 20 lb. (Cover)



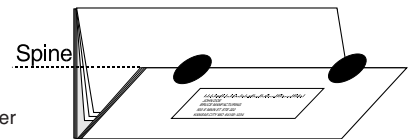
Folded Self-Mailer

Tabs 1 (middle)
Folded Edge Bottom
Sheets Single
Basis Weight 28 lb.



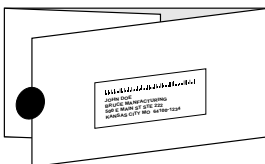
Folded Booklet

Tabs 2 (start \leq 1 inch from edges)
Spine Top
Folded Edge Bottom
Sheets Multiple with Cover
Basis Weight 20 lb. (Cover)



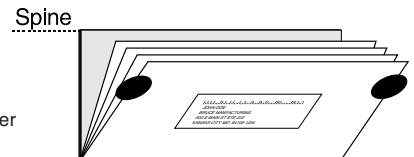
Folded Self-Mailer¹

Tabs 1 (middle)
Folded Edge Right
Sheets Single
Basis Weight 75 lb.



Folded Booklet

Tabs 2 (start \leq 1 inch from top edge)
Spine Top
Folded Edge Bottom
Sheets Multiple with Cover
Basis Weight 20 lb. (Cover)



1. Pieces 7 inches or longer must be sealed on the top and bottom; the middle tab is optional (C810.7).

Booklet

Tabs 2 (start \leq 1 inch from top and bottom edges)
Spine Right (open edge left)
Sheets Multiple with Cover
Basis Weight 24 lb. (Cover)

