

Bookbinding processing for samples

Valid as of: February 2016

If not specified otherwise, all information is binding for finishing with perfect binding and saddle stitching.

1. Formats / Thickness

Format: min. 60 x 75 mm
max. 210 x 210 mm
Thickness: max. 2 mm

2. Placement

For head-lay processing, samples can only be placed in the front part and on the right side of the carrier product. For tail-lay processing, the sample is positioned in the back part on the left side of the carrier product. It is to be aligned closed and parallel to the tail edge or binding.

3. Composition

- The gripper page should be 12 mm wide and have a smooth 5 mm-wide sealed seam.
- CDs should be packaged with a snug fit in envelopes and have a gripper edge of 20 mm – for perfect binding, a grind-off margin of 15 mm is to be taken into account.
- Subsequent processing of CDs in cardboard packages is also possible without a gripper edge. CDs without a gripper edge may become damaged during subsequent processing- any liability is excluded.
- Gimmicks require special arrangements.
- Samples should be rectangular, resilient and flexible, so that they return to their original form after a bending procedure.
- Liquid samples should be packaged in aluminium pouches.
- Samples containing dangerous and/or perishable substances, as well as metal pieces, may not be processed.

Samples should not contain any air pockets

4. Melting point

The melting point of the sample casing must be at least 180 °C.

5. Bursting pressure

The sample casing must withstand a bursting pressure of at least 1,000 kPa for 15 minutes.

6. Hygiene regulations

In the case of food contents, special hygiene regulations cannot be taken into account.

7. Tolerances

Gluing tolerances: ± 5 mm,
Parallel deviation: 5%

8. Packaging

Samples are to be packaged lying in the same direction in cardboard half shells. To ensure that stacking is suitable for euro pallets, the length may not exceed 380 mm. Height and width dimensions depend upon the sample format. The sample label must face upward. The samples should not be banded using a rubber band or paper; pre-sorting is not possible. The merchandise will be delivered exclusively on euro-pallets.

9. Provision

Four working days, at the latest (ten working days, at the earliest) before the scheduled start of processing and notification by telephone at least two days before delivery.

10. Special requirements

Any deviations from the data/parameters specified above must be specially requested before production, sampled well beforehand and may be subject to a test run

11. Reception of goods

Probind Mohn Media Binding GmbH
33428 Marienfeld, Bielefelder Straße 61

Paletts must be clearly marked (name of order, quantity, sender; magazines incl. edition).

Goods without appropriate documents (delivery note, custom documents) cannot be accepted.

Delivery times: Monday – Friday from 8 a.m. to 5 p.m.

We have the right to refuse acceptance of goods which do not correspond with our guidelines i.e. and the right to invoice additional costs.