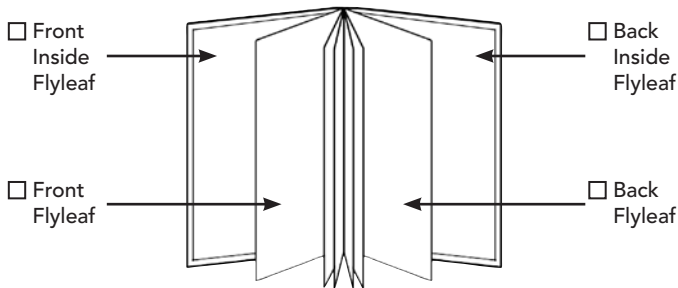


Card Kits

- Card Kit Components:**\$0.99 each
Includes main entry, shelf list, title, author and subject cards, spine label, book card, pocket and two labels.
- Card Kits Assembled:**\$1.29 each
All of the above, collated into individual card kits.
- Card Kits Attached:**\$1.59 each
All of the above, with the pocket and spine label affixed to the book and covered with a mylar patch.
- Mylar Dust Jackets:** \$0.99/book
Spine label attached to the dust jacket and covered with mylar jacket cover. (Only where applicable, not necessary on library bound books.)

Pocket Location (please pick one):



Automated Cataloguing

- MARC Records:**FREE
(Our standard MARC records via web download, email required.)
- MARC records on Disc or CD\$20.00/order
- Spine Labels \$0.10 each
- Shelf List Cards \$0.10 each
- Barcode Label \$0.10 each
- Custom MARC records** \$45.00
(one time setup fee to develop custom specifications.)

MARC Format:

- MARC 21 (852 Holdings–file name Microlif.001)
- MARC 21 (949 Holdings–file name Microlif.001)

Data Format:

- CD Disc

Automated Processing Options:

- Attached Processing Package:** \$1.59/book
Includes MARC record, attached spine and barcode labels covered with mylar patches.
- Mylar Dust Jackets:** \$0.99/book
Spine label attached to the dust jacket and covered with mylar jacket cover. (Only where applicable, not necessary on library bound books.)
- Book Pocket:**\$0.25 each
Book pocket and card labelled and affixed to book, please mark choice of location in the diagram above.
- Spine Labels Attached**\$0.25 each

Barcode Labels

- Not Required
- Customer Supplied Labels (shelf ready processing only)
- Barcode Label Only Attached \$0.25 each

1) Barcode Symbology*:

- Interleaved 2 of 5 CPlus Interleaved 2 of 5
- 3 of 9 (39) Codabar

Code 3 of 9 (13 plus check digit)**

- mod 43 (character) or mod 10 (numeral)

Codabar (13 plus check digit)**

- mod 16 (character) or mod 10 (numeral)

* If unsure, please obtain the correct symbology from your system support or software creator.

** There are two types of check digits. Please check to ensure whether your barcodes need a character or a numeral as the 14th digit. They will not work if the check digit is incorrect.

2) Barcode Start #: _____

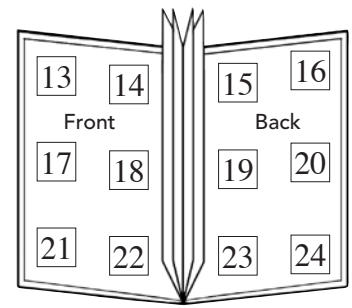
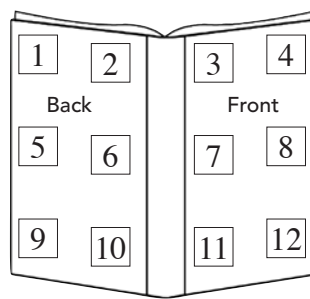
3) Library or School name to appear on label. (max. 30 characters)

4) Barcode Location (processed books only):

Check preferred barcode location on diagram below.

Outside Cover

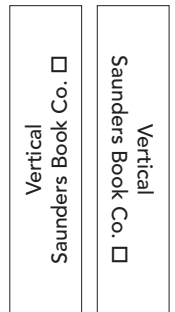
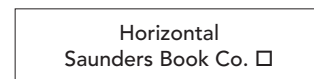
Inside Cover



- Second Barcode–Attached (check above, max. of 2)
- Second Barcode–Unattached

Direction of Barcode Application (pick one):

- Horizontal (perpendicular to spine)
- Vertical (parallel to spine)



Extras

- Theft Detection: Security Strips, Attached**\$0.75 each
- Stamping: Using Customer Supplied Stamp**.....\$0.15 each

To help us track your order, please fill in the following information:

Contact Name: _____

School/Library Name: _____

School/Library Postal Code: _____

Your Phone Number: _____

Email Address: _____

Please allow 4–6 weeks for delivery of orders with attached processing and 2–4 weeks for unattached. For customized options, price quotes or questions, please call our processing department at 800 461-9120 ext. 3011.

- Please keep my information on file for future orders.
- Cataloguing information already on file, please process accordingly.