

SF 1 PRINTING AND BINDING REQUISITION

To the PUBLIC PRINTER Please furnish the following:

JACKET NO. (Assigned at GPO):	<input type="checkbox"/> Red <input type="checkbox"/> Black	REQUISITION NO.	1
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FROM (Department or Government Establishment):	DEPARTMENT OF COMMERCE	2	DATE	3
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APPROPRIATION CHARGEABLE/APPLICABLE LAW	4	BILLING ADDRESS CODE (BAC)	5	AUTHORIZED BY	6
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TITLE	7	QUALITY LEVEL	8	FORM NO.	9
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QUANTITY (Units of finished products)	10	FINISHED PRODUCT (Check One)	CLASSIFICATION	11
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THIS ORDER RIDES (Department)	12	(Requisition No.)	(Jacket No.)	STAMP WITH REQUISITION NO.	13
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PAPER STOCK AND INK	Text	FIRST CHOICE (Grade, color, and basis weight)	14	SECOND CHOICE (if any)	COLOR(S) OF INK
	Cover				
	OTHER (Specify)				

COMPOSITION	FINISHED (Magnetic Tape)	15	(Regulators)	(Camera Copy)	(Manuscript)	(Sheet printed copy)	PREVIOUS JACKET/FILED (if reprint)	16
	<input type="checkbox"/> Direct Drive <input type="checkbox"/> Other							

TEXT TYPE (Point, Face, Lead/Size)	17	DISPLAY TYPE (Face)	MARGINS (Left/Right/Top/Bottom)	18	FOUR L1	FORMS MUST REGISTER	19	TYPE WRITER SPACING	20	21
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TYPE PAGE WIDTH (Inches)	22	No. of Cols.	Col. Width	TYPE PAGE DEPTH (Inches)	23	ILLUSTRATIONS (Total)	24	PICK UP FROM Jacket No.	25	RESTORE TO ORIGINAL JACKET	26	27	28	29	30	31	32	33	34	35	36	37	38	39
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FROM ONE SIDE ONLY	HEAD TO HEAD	HEAD TO FOOT	OTHER	COVER PRINTS	1	2	3	4	29	EMBROS	30	HELDING (Print or Bindery)	31	PERSONAL SCORE Position	NUMBER (inclusive)	33	COVER of ink
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SIZE FLAT (Inches)	FORMS, SETS, PAGES	34	x	FOLD TO (Inches)	35	x	SIZE TRIMMED PAGE (Inches)	BOOKS/PAMPHLETS	36	x	PAGES	37	FOLDING/INSERTS	PAPER COVERS (Self)	39
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WIRE STITCH (Cable)	40	(No.)	PASTE ON FOLD	41	42	43	44	45	CASE BOUND (Material and Color)	46	STAMP TITLE (Bindery)	Cover	Gold	in Gold	in color
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PAD/SETS (Cable)	47	(No.)	(Sheets in Pad)	(Sheets in Pad)	(Sheets in Set)	PUNCH DRILL	48	(Shape)	49	(No.)	ROUND CORNERS (Prepress)
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GATHER (Explos)	50	51	CARBON INTERLEAVE	INDEX (Cut)	52	(Tabs)	(Binds)	LP DIVIDERS (Height of Leds)	53	(Width of cut, etc.)	(Pos.)
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REQUESTED PROOF DATE	54	PROOF SETS (Cable)	(Pages)	DEPT HOLD (Workdays)	(Pages)	PROOF'S TO	REQUESTED DELIVERY DATE	55	ADJUST WRAP	56	SUITABLE	OTHER PRODUCTIONS (Specify)	QUANTITY IN PACKAGE	57	PACK IN CARTONS	58	IF FURNISHED	59
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DELIVER TO	60	61
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ADDITIONAL INFORMATION

61

FOR ADDITIONAL INFORMATION CONTACT (Name and Telephone Number)

62

BILLING ADDRESS (If BAC has not been assigned)

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I certify that this work is authorized by law and necessary to the conduct of the business of the above mentioned government establishment

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STANDARD FORM 1 (Rev. July 1979)
Prescribed by GPO
Title 44 of the U.S. Code Central No. 1-111-26

Exception to SF 1 Approved by NARS 9/80

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PREVIOUS EDITION USABLE