



MEDIA GROUP

INSERT REQUIREMENTS – Saddle Stitch – A4

Trim allowances (mm)	210mm-235mm		
Head:	310mm maximum section length. Trim equals (310-trim size-foot trim)=head trim. E.g. trim size is 297mm, (310-297-4)=9mm.		
Foot:	4mm	Foreedge	3mm
If head and foot allowance vary depending on knock direction, please clarify with as much detail possible:		Knock direction can be determined by inserts, tip-ons	

* Please confirm knocking direction with Bauer Production Services

LOOSE INSERTS						
Trim width (mm):	210	215	220	225	230	235
Min size (mm):	148x105	148x105	148x105	148x105	148x105	148x105
Max size (mm):	267x195	267x200	267x205	267x210	267x215	267x220
	2pp	4pp	8pp	16pp	ITEMS (such as sachets, seed packs etc in grams)	
Min. weight at min size (gsm):	115	80	60	45	Testing Required	
Min. weight at max. size (gsm):	100	80	60	45	Testing Required	
Max. weight at min size (gsm):	300	250	150	115	Testing Required	
Max. weight at max size (gsm):	300	250	150	115	Testing Required	
Lead-time on booking a cover wrap:	4 weeks					
CONSIDERATIONS:						
Folded inserts must have a closed edge to allow automatic feeding on the collator.						
Concertina of "Z" folds cannot be mechanically inserted.						
20mm smaller on all 4 sides than trim size of product.						
Sachets and packets may require hand inserting.						
A sample MUST be supplied to Bauer Production prior to booking for confirmation if inserting.						

BOUND INSERTS						
Trim width (mm):	210	215	220	225	230	235
Mini untrimmed size (mm):	150x153	150x153	150x153	150x153	150x153	150x153
Max untrimmed size (mm):	310x215	310x220	310x225	310x230	310x235	310x240
Min untrimmed card size (mm):	105x145mm – must float					
Min lap width for 4pp (mm) (2pp max width):	10mm pick up lap – 2pp must have 12.5mm minimum lap					
	4pp	8pp	16pp	ITEMS (such as sachets, seed packs etc in grams)		
Min. weight at min size (gsm):	80	60	45	Testing Required		

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Min. weight at max. size (gsm):	80	60	45	Testing Required
Max. weight at min size (gsm):	250	150	115	Testing Required
Max. weight at max size (gsm):	250	150	115	Testing Required
Lead-time on booking a bound insert:	4 weeks			
CONSIDERATIONS:				
Minimum sizes include 4mm head or foot allowance (head or foot trim depending upon whether the product knocks to the head or the foot).				
Maximum sizes include 4mm head trim allowance and 10mm foot trim allowance and 5mm fore edge trim allowance. If knocking to the foot, the foot trim will be 4mm, and head trim will be 10mm.				
Bound inserts require a closed head or foot relative to knocking direction and a 10mm binding lap.				

MECHANICAL TIP-ON					
Minimum size (mm):	85 x 55mm				
Maximum size (mm):	210mmx145mm – must be 65mm smaller overall in width, and 60mm smaller in height				
	2pp	4pp	8pp	16pp	ITEMS (such as sachets, seed packs etc in grams)
Min. weight at min size (gsm):	115	100	65	55	Testing Required
Min. weight at max. size (gsm):	115	100	65	55	Testing Required
Max. weight at min size (gsm):	300	250	150	115	Testing Required
Max. weight at max size (gsm):	300	250	150	115	Testing Required
If knocks to HEAD, (left or right page):	Right hand page		If knocks to FOOT, (left or right page):		Left hand page
Wet sachet testing requirements:	2,200psi pressure test for 5 seconds and suitability to handle and feed mechanically followed by 5 hours under 1500psi				
Lead-time on booking a mechanical wrap:	4 weeks				
CONSIDERATIONS:					
All tip ons must have a closed edge to allow for mechanical application.					
It is not possible to mechanically tip on a concertina fold or Z fold as these do not have a closed edge.					
Tip ons must be 30mm from all sides of the book and 30 mm from the spine.					
Maximum product thickness for a tip-on is 2.5mm.					
A sample MUST be supplied to Bauer Production prior to booking for confirmation					
These specifications are <u>generic guidelines</u> which were deemed correct at the time of publishing and may be subject to change and variation depending on magazine title.					
It may be possible to go outside the specifications for some titles. Please check if this is possible.					
Please refer to the Production Insert Delivery Requirements for further detail					

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