

Winter Newsletter

Gall Laminating Company News

2010 Winter Edition

Dear Valued Customer,

Information contained in our newsletter will inform you of NEW products, updates on current equipment and specialized services which we offer. Please remember as the Christmas Season approaches, to reserve your space on our schedule, send a purchase order or a clear job description with instructions and signature. This will ensure we have the proper materials and time to complete your job as requested. **When Christmas shopping this season FOR THE PERSON WHO HAS EVERYTHING, consider getting artwork, posters or photos custom framed. This makes a stellar gift for friends or family. Please allow 2 weeks to order & assemble materials.**

Keeping Jobs in Sets VS. Groups

Difference between Sets and Groups

Some jobs are sent in collated sets and some are sent in separate groups. Jobs that are sent already collated in a particular order will require us to handle the materials differently to keep them in order. Since some of our machinery will reverse the order of the sheets, it is possible that we will ask you to send the sheets to us reverse collated. It is important to let us know if the job will be sent collated and needs to be kept in order when the job is being quoted for job handling and pricing purposes. For quoting purposes, we require the quantity of sets, number of sheets in a set and how they are going to be separated, (shrink wrap, slip sheets, etc.).

Other jobs will be sent in groups, uncollated and will need to be kept separate. Jobs sent in groups, such as 70 each of 2 or 120 each of 4, typically have all the same job specifications and just need to be kept in groups. Jobs sent in separate groups, that can be run together will not be charged an additional fee as they do not require special job handling (other than keeping the groups separate).

Slip Sheets - When Needed



Slip Sheets

Slip sheets are practical when jobs need to be kept in sets. It is recommended that you request a quote and specify whether we are just inserting slip sheets or if job will be sent with slip sheets between sets and we are removing the slip sheet already inserted and then reinserting the same slip sheet. Also who will be supplying the slip sheets and if job will need to be kept in order.

For jobs sent with slip sheets already inserted, it may be less expensive to laminate the slip sheets while keeping job in order instead of removing slip sheets, laminating while keeping job in order and then re-inserting slip sheets again. Slip sheet costs will vary depending on whether job is Spine Reinforcing, Index Tab Dividers, Laminating, etc. Quote requests can be requested on our website www.galllaminating.com/Quotes or you may email your request to sarahb@galllaminating.com.

Word Search

- | | |
|--------------------|---------------|
| SUPERSTICK | PICTURE FRAME |
| FOAMCORE | POLYPROPYLENE |
| POLYESTER | GATORBOARD |
| GLOSS | VELCRO |
| SATIN | ROUNDCORNER |
| MATTE | EYELET |
| SHRINKWRAP | GROMMET |
| NYLON | TRIM |
| LAMINATE | |
| INDEX TAB DIVIDERS | |
| COLLATE | |
| EASEL | |
| PERFORATE | |
| SCORE | |
| SPINE REINFORCING | |

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Quotes and Invoices

Invoices can be emailed at your request. You may send your inquiry to sarahb@galllaminating.com.

Please email your quote request information to sarahb@galllaminating.com.

Quotes may also be requested through our website forms at www.galllaminating.com

Your request will then be returned by email unless you request it faxed.

UPDATED Sample Books

Sample Books are provided for you FREE of charge and include tips, guidelines, a full listing of our services and contains useful samples of:

- * Laminate Finishes
- * Laminate Thicknesses
- * Tab Divider Shapes
- * Tab Reinforcing Colors
- * Grommet/Eyelet Sizes
- * Spine Reinforcing

and much more!

If you do not have a sample book, please call (717) 393-6317 or email info@galllaminating.com

Thank you for your business! We look forward to working with you in 2011.

Q	A	L	H	N	Y	K	B	M	R	O	U	N	D	C	O	R	N	E	R
W	I	M	F	Z	E	R	O	C	M	A	O	F	U	C	O	V	R	I	L
E	S	U	X	A	P	F	P	I	K	J	R	W	T	P	E	S	N	U	P
R	S	G	S	S	G	O	M	S	E	E	R	U	C	O	L	L	A	T	E
P	O	E	H	I	U	T	G	O	T	J	M	B	E	L	O	O	N	E	G
A	L	Q	S	E	R	P	P	S	L	I	A	A	M	Y	X	V	T	M	N
R	G	A	V	I	D	W	E	H	T	C	T	F	X	P	E	A	Y	J	I
W	E	Z	W	E	F	Y	P	R	I	Y	T	U	Z	R	R	L	C	J	C
K	M	Q	N	Y	L	O	N	O	S	G	E	M	N	O	P	S	E	I	R
N	A	Y	I	O	J	K	F	C	D	T	A	N	F	P	R	D	U	T	O
I	R	S	P	L	E	T	B	W	A	F	I	R	L	Y	P	R	T	I	F
R	F	O	W	H	D	Y	P	R	U	B	E	C	X	L	R	A	E	B	N
H	E	K	A	J	N	M	E	U	S	P	F	D	K	E	J	O	P	O	I
S	R	E	D	I	V	I	D	B	A	T	X	E	D	N	I	B	B	L	E
A	U	R	T	S	Z	R	G	I	E	Y	A	C	T	E	R	R	O	E	R
V	T	O	T	O	Y	T	E	M	N	F	S	C	B	H	N	O	R	W	E
B	C	C	E	K	S	L	M	D	R	A	A	U	Z	D	O	T	C	O	N
E	I	S	Q	J	Q	O	F	H	S	E	T	A	N	I	M	A	L	H	I
I	P	K	R	D	R	I	C	P	Y	R	I	P	R	E	J	G	E	I	P
A	I	U	A	G	W	K	J	I	O	X	N	S	T	A	N	F	V	S	S

GALL LAMINATING Co



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