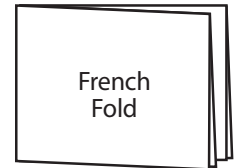
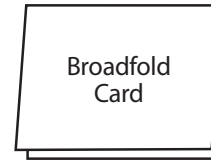
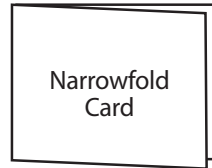
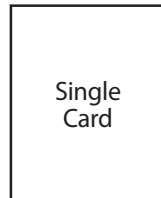


COMMON ENVELOPE SIZES

Following each size are suggested flat size dimensions for the most common insert formats.

Item	Envelope Size	Single Card	Narrowfold Card	Broadfold Card	French Fold
A-2*	4-3/8" x 5-3/4"	4-1/4" x 5-1/2"	4-1/4" x 11"	5-1/2" x 8-1/2"	8-1/2" x 11"
A-6*	4-3/4" x 6-1/2"	4-5/8" x 6-1/4"	4-1/2" x 12-1/2"	6-1/4" x 9"	9" x 12-1/2"
A-7*	5-1/4" x 7-1/4"	5-1/8" x 7"	5" x 14"	7" x 10"	10" x 14"
A-8	5-1/2" x 8-1/8"	5-3/8" x 7-7/8"	5-1/4" x 15-1/2"	7-3/4" x 10-1/2"	10-1/2" x 15-1/2"
A-9	5-3/4" x 8-3/4"	5-5/8" x 8-5/8"	5-1/2" x 17-1/2"	8-1/2" x 11"	11" x 17-1/2"
A-10	6" x 9-1/2"	5-7/8" x 9-1/4"	5-3/4" x 18-1/2"	9-1/4" x 11-1/2"	11-1/2" x 18-1/2"



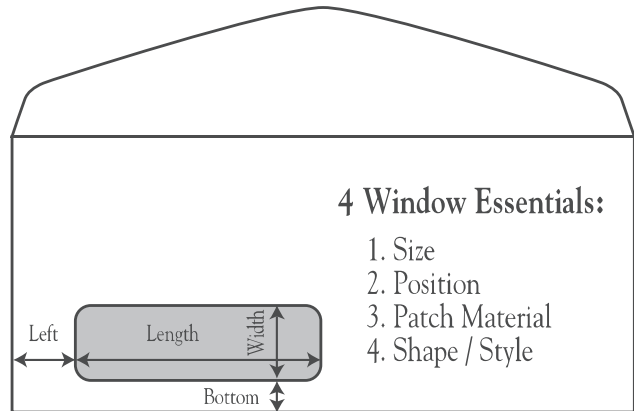
Other common envelope sizes					
Monarch*	3-7/8" x 7-1/2"	#10 Commercial*	4-1/8" x 9-1/2"	Catalog*	9" x 12" (open on 12" side)
#6 -3/4"	3-5/8" x 6-1/2"	#9 Remittance	3-7/8" x 8-7/8"	Catalog*	9" x 12" (open on 9" side)
#9 Dual Purpose	4-5/8" x 8-7/8"	Dual Purpose	4-1/4" x 6-1/2"	Booklet	9" x 12" (open on 12" side)
				Booklet	9" x 12" (open on 9" side)

* Most popular sizes

WINDOW ENVELOPES

WINDOW ENVELOPES

Window envelopes may be used for a variety of applications. Standard windows are rectangular with slightly rounded corners. Special window sizes and styles are also available.



ITEM	SIZE	STANDARD WINDOW SIZE	POSITION FROM	
			LEFT	BOTTOM
6-1/4"	3-1/2" x 6"	1-1/8" x 4-1/2"	3/4"	5/8"
6-3/4"	3-5/8" x 6-1/2"	1-1/8" x 4-1/2"	7/8"	5/8"
7"	3-3/4" x 6-3/4"	1-1/8" x 4-1/2"	7/8"	5/8"
Monarch	3-7/8" x 7-1/2"	1-1/8" x 4-1/2"	7/8"	5/8"
7-3/4"	3-7/8" x 7-1/2"	1-1/8" x 4-1/2"	7/8"	5/8"
8-5/8" Check	3-5/8" x 8-5/8"	1" x 4"	1"	3/4"
9"	3-7/8" x 8-7/8"	1-1/8" x 4-1/2"	7/8"	5/8"
10"	4-1/8" x 9-1/2"	1-1/8" x 4-1/2"	7/8"	5/8"
FASTforward® 10"	4-1/8" x 9-1/2"	1-1/8" x 4-1/2"	7/8"	5/8"
11"	4-1/2" x 10-3/8"	1-1/8" x 4-1/2"	7/8"	5/8"
12"	4-3/4" x 11"	1-1/8" x 4-1/2"	7/8"	5/8"
14"	5" x 11-1/2"	1-1/8" x 4-1/2"	7/8"	5/8"