

## Fold Stitch & trim

The traditional method for binding brochures & booklets. Pages are imposed into sheets then folded in half, collated together then stapled (normally twice but sometimes 4 times) then the fore edge is trimmed off flush. An alternative is the use of loop stitches which allow for filing in lever arch binders.

## Perfect Binding

A method of binding books to give a square ended finish with spine, front & back covers wrapped around the inner pages.

## Wire binding

Loose sheets collated & punched then bound with wire. Ideal for presentations, reports & note pads this enables the document to lay flat and be opened for easy access.

## Comb binding

Loose sheets collated & punched then bound with plastic comb. Ideal for presentations & reports this enables the document to lay flat and be opened for easy access. This method is a more robust version of wire binding.

## Coil Binding

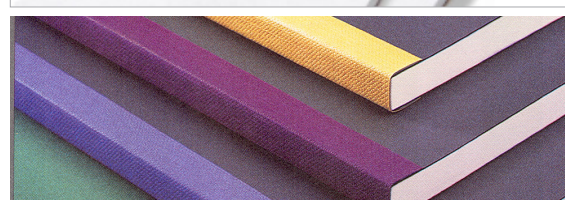
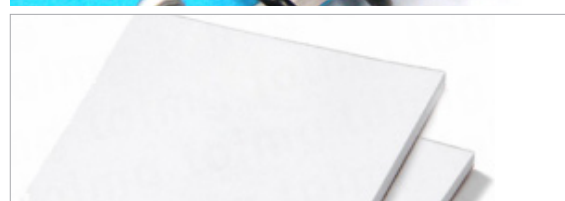
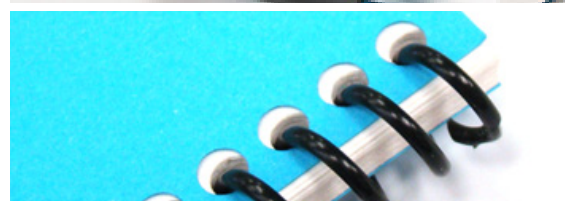
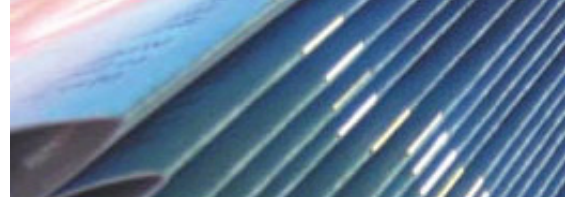
Loose sheets collated & punched then bound with continuous coil. Ideal for presentations & reports this enables the document to lay flat and be opened for easy access. This method is preferred for use on documents where the pages must remain fastened.

## Padding

This simple method of holding loose sheets together is ideal for note pads & NCR pads where the sheets need to be easily removed from the pad. The sheets are collated, trimmed to size then glued on the preferred edge. Once dry the pads are split & will hold all the sheets together. Normally these are supplied with a stout backing board.

## Stab Stitching

A method for holding books together where pages need to be removed by use of a perforation. Ideal for receipt books, invoice pads & dockets the inner pages are normally protected by a cover with is stapled together then hidden by tape on the spine.



If you require any further information, please do not hesitate to contact us

## CONTACT DETAILS