STATE OF ARKANSAS

AMENDED AWARD
Term Contract

Vendor No. 100060334
Contact RON KEITH
Your reference

MOORE WALLACE NORTH AMERICA INC
ATTN: RON KEITH
1120 S POINTE PKWY BLDG D
SHREVEPORT LA 71105

Contract No. 4600005385
Date 10/13/2003

Contact: Beverly Webb
Telephone: 501-324-9317
Fax: 501-324-9311

Our ref. ST
Incoterms FOB
DESTINATION

Send Invoice To:
ORDERING AGENCY OR
COOPERATIVE PROCUREMENT
PARTICIPANT

Ship To:
As Specified on Purchase Order

Valid from: 07/01/2006
Valid to: 06/30/2007

*** Validity period changed ***

GENERAL CONDITIONS AND INSTRUCTIONS TO VENDOR:
All purchasing rules and regulations defined by the State of Arkansas apply to this document.

Joseph A. Didelio

Purchasing Official/Fiscal Officer

06/15/06

STATE OF ARKANSAS

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Joseph A. Didelis
Purchasing Official/Fiscal Officer

07/15/05
Date

STATE OF ARKANSAS

Term Contract

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MOORE WALLACE NORTH AMERICA INC
ATTN: RON KEITH
1120 S POINTE PKWY BLDG D
SHREVEPORT LA 71105

Contract No. 4600005385
Date 10/13/2003

Contact Renee' Gates
Telephone 501-371-6066
Fax 501-324-9311

Our ref. ST
Incoterms FOB
DESTINATION

Send Invoice To:
ORDERING AGENCY OR
COOPERATIVE PROCUREMENT
PARTICIPANT

Ship To:
As Specified on Purchase Order

Valid from: 10/13/2003
Valid to: 06/30/2005

SEE ATTACHED HYPERLINKS FOR SPECIFICATIONS, MOORE WALLACE NORTH AMERICA'S PRICING GRID, SPECIAL PAPER UPCHARGES AND SPECIAL CARBON PRICING. OTHER HYPERLINKS ARE ATTACHED TO ASSIST WITH ORDERING UNDER THIS CONTRACT.

ARKANSAS STATE PROCUREMENT TRACKING NO: SP-03-0544
BUYER: RENEE GATES, CPPB
TELEPHONE NUMBER: 501-371-6066
FAX NUMBER: 501-324-9311
E-MAIL ADDRESS: renee.gates@dfa.state.ar.us

MOORE WALLACE REPRESENTATIVES

RON KEITH
SENIOR ACCOUNT REPRESENTATIVE
1120 S. POINTE PARKWAY
SHREVEPORT, LA 71105
TELEPHONE: 800-255-0368
FAX: 318-868-4847
E-MAIL:

JEFF CATHEY
ACCOUNT REPRESENTATIVE
8 SHACKLEFORD PLAZA, SUITE 102
LITTLE ROCK, AR 72211
TELEPHONE: 501-221-0058
FAX: 501-225-8385
E-MAIL:

GENERAL CONDITIONS AND INSTRUCTIONS TO VENDOR:
All purchasing rules and regulations defined by the State of Arkansas apply to this document.

10/15/02

Purchasing Official/Fiscal Officer

Date

STATE OF ARKANSAS

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Vendor No. 100060334
Contact RON KEITH
Your reference

Contract No. 4600005385
Date 10/13/2003
Our reference ST

CONTRACT PERIOD: October 13, 2003 through June 30, 2005

INVOICE TO: Ordering Agency or Cooperative Purchasing Participant

F.O.B. INSIDE DELIVERY: As specified on Purchase Order

TERMINATION

In the event that the anticipated term of this contract extends beyond the current biennial period, the contract will be terminable on the part of the state without cause at the end of the current biennial period. However, the state may agree to continue the contract, but in no case will any renewal cause the contract to continue beyond a biennial period for which the contract is renewed. Any services or products on contract accepted by the state must be paid for, but this does not obligate the state to continue the contract beyond the end of a biennial period.

SELLING TO COOPERATIVE PROCUREMENT PROGRAM PARTICIPANTS:

Arkansas Procurement Law provides that local public procurement units (counties, municipalities, school districts, certain not-for-profit corporations, etc.) may participate in State Procurement contracts. The contractor(s) therefore agree(s) to sell to Cooperative Procurement Program participants at the option of the program participants. Unless otherwise stated, all standard and special terms and conditions listed within the RFQ must be equally applied to such participants.

APPROVED BILLING METHOD

The Office of State Procurement has established a billing method that must be used. Multiplying the quantity shipped by the running charges and adding the flat charges determine the billing price. DEVIATIONS FROM THIS METHOD WILL NOT BE ACCEPTABLE.

The successful contractor will work with the buyer to design an acceptable analysis sheet. Contractor's analysis sheet must be approved by State Procurement.

NOTE: OSP refers to the Arkansas Office of State Procurement.

1.0 SPECIAL TERMS AND CONDITIONS

1.1 Scope

This outline agreement has been issued for custom forms in a continuous state for use on various types of equipment by All State Agencies and Cooperative Purchasing Participants. The following general types of forms are included under this contract:

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Single part forms.

Multiple part forms utilizing carbonless paper and forms with or without carbon interleaved.

Unprocessed carbon interleaved forms (except for those requiring pattern or hot spot carbon) - There is no marginal punching of the carbon. Perforations and line hole punching can be accomplished as a press operation through all parts and
carbon at time of printing.

Any custom continuous form which is not within the scope of this contract either because of size and/or construction will be bid separately.

This contract does not contain "stock purchase orders, vouchers, stock payroll voucher for personal services". The OSP will issue a special buy of these stock forms as needed. Otherwise, the agency may purchase the form by ordering the contract minimum of 5,000 forms

1.2 Term

The term of any contract awarded pursuant to this RFQ will be for approximately two (2) years with an expiration date of June 30, 2005.

1.3 Extension

Upon mutual written agreement between the contracting vendor and the Office of State Procurement, the contract may be extended five (5) additional years, in one (1) year increments or a portion thereof. Any extension but must be mutually agreed upon by the Office of State Procurement and the contractor. The Office of State Procurement will notify the contractor before expiration of the contract if an extension is requested. The paper price change clause will apply to any agreed upon period of extension.

1.4 Orders & Minimum Quantities (State Agencies)

All purchase orders will be routed directly to the contractor. The contractor is responsible for promptly returning all purchase orders that are not covered by the specifications of this contract.

The minimum order for custom forms is 5,000 forms.

1.5 Orders & Minimum Quantities (Cooperative Purchasing Participants)

All purchase orders will be routed directly to the contractor. The contractor is responsible for promptly returning all purchase orders that are not covered by the specifications of this contract.

The minimum order for custom forms is 5,000.

1.6 Delivery (ALL USERS)

The finished forms must be delivered inside to the location specified on the purchase order within the number of

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working days authorized.

"Working days" shall be defined as Monday through Friday of each week exclusive of all official State holidays. Transportation expenses are the responsibility of the contractor. If a cost statement is requested by agency, delivery time will not begin until contractor receives written authorization from agency.

Repeat orders not requiring proofs	30 working days
Repeat orders requiring proofs	35 Working days.
New orders not requiring proofs	40 working days
New orders requiring proofs	45 working days

Proof must be sent within fifteen (15) working days after submission of order. Any proofs requiring changes must be resubmitted within ten (10) working days. The time that proofs are in agency's possession will not be counted as production time.

Orders requiring multiple delivery points will be priced as follows:
One shipment, all in the immediate area, will be included in the price of the forms. Additional delivery points (shipped by the most economical means available.) will be invoiced to the agency as an extra charge. THE CONTRACTOR WILL NOT BE REQUIRED TO BREAK A CARTON. A copy of the contractor's invoice from the freight company must be attached to the agency's invoice. No additional "mark up" charge will be allowed to the contractor.

1.7 Rush Orders (State Agencies)

If a State agency required delivery of an order in less than the prescribed time outlined in this contract, that agency must contact the contractor. The contractor may choose one of the two options stated below:

Option 1. Waive the order from the contract. Agencies with Printing Delegation orders may quote. Orders exceeding the agency's delegated limit and orders for agencies without Printing Delegation orders must be bid by the OSP.

Option 2. Accept the order and meet delivery requested. The ordering agency should obtain a written document with the agreed delivery date stated. The contractor may charge 1% of the original contract price for each working day less than the prescribed time authorized by the contract, that the delivery schedule is reduced. Rush order upcharges shall not exceed twenty percent (20%) of the original contract price.

If the contractor fails to meet the "RUSH" delivery, the rush charge will not be applied. If the contractor exceeds the delivery time for a normal delivery, the contractor may be charged late charges.

1.8 Rush Orders (Cooperative Purchasing Participants)

The contractor must comply with one of the two following options.

Option 1. Waive the order from the contract.

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Contact	RON KEITH	**Date**	10/13/2003
Your reference		**Our reference**	ST

Option 2. Accept the order and meet delivery requested. The Cooperative Purchasing Participant should obtain a written document with the agreed delivery date stated. The contractor may charge 1% of the original contract price for each working day less than the prescribed time authorized by the contract, that the delivery schedule is reduced. Rush order upcharges shall not exceed twenty percent (20%) of the original contract price.

If the contractor fails to meet the "RUSH" delivery, the rush charge will not be applied. If the contractor exceeds the delivery time for a normal delivery, the contractor may be charged late charges.

1.9 Cancellation of an Order (State Agencies)

Agency purchase order cancellations must be communicated to OSP and the contractor must be compensated for all materials used and all work completed on the order prior to request for cancellation under the pricing provisions specified herein. Charges incurred which cannot be determined in this manner must be submitted to the OSP for approval. The OSP shall approve/disapprove the contractor's charges for work completed prior to cancellation approval. The ordering agency shall notify OSP and the contractor at the earliest possible moment of its intent to request cancellation.

1.10 Cancellation of an Order (Cooperative Purchasing Participants)

The contractor must be compensated for all materials used and all work completed on the order prior to request for cancellation under the pricing provisions specified herein. The Cooperative Purchasing Participant shall notify the contractor at the earliest possible moment of its intent to request cancellation.

1.11 Exclusions (State Agencies Only)

Orders will be excluded from this contract if they include any or a combination of the following:

Any form requiring delivery under the "RUSH ORDERS" provision by a date which the contractor cannot meet. (See "Rush Orders").

Any form which requires the setting of composition in a foreign language. Agency may provide such copy in camera-ready form, in which case, the contractor shall be required to accept the order.

Orders not meeting the minimum quantity specified shall be competitively bid.

Orders will be excluded from this contract if they include any or a combination of the following:

All continuous labels, printed and unprinted, will be bid separately.

All continuous mailers and continuous tab cards are excluded from this contract.

All forms for which the overall depth, width, or number of parts have been intentionally deleted from this Request for Quotation will be purchased separately.

Any form requiring a depth not specified in this contract will be bid separately.

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Any test scoring scanner forms. Example: Scantron Forms

1.12 Exceptions (State Agencies Only)

The State reserves the right to route orders for divisions of the Arkansas State Legislature to this contract or to bid separately on a one-time basis.

The State reserves the right to purchase standard forms from sources other than the contractor. Standard forms are forms produced for numerous customers and frequently kept as an inventory item by the manufacturer. A standard form may be overprinted with agency name and other pertinent information. Standard shelf items would include forms such as Federal Income Tax Forms (W-2's, etc.) stock register forms, library forms, medical forms, stock continuous forms (computer paper) etc and forms to be used with a particular piece of equipment.

1.13 Obligations of Contractor (STATE AGENCIES)

The contractor must have a representative who can provide technical assistance within twenty-four (24) hours of written notification. On site visits to the agency may be required. The contractor must assist the ordering user with design and layout of forms in the most efficient manner. This representative must be able to help diagnose and solve problems with equipment operation, which may be related to the use of forms produced under this contract.

If at any time it is learned that the contractor has intentionally directed the user in a matter, which has unnecessarily cost additional money, the contract may be cancelled and the contractor may be suspended or debarred from doing further business with the State.

Contractor must provide the State with production quality negatives and a TIF or EPS file for each new form produced under this contract.

After award of the contract, the contractor will receive production quality negatives and disk files that are to be used in the printing of reorders. The contractor is required to inspect the negatives and within ten (10) working days provide the OSP with a letter acknowledging receipt and acceptance of the negatives. Any problems with the production materials must be noted in writing with acknowledgement of receipt. All of the negatives furnished to the contractor will remain the property of the State of Arkansas and any loss or damage to the items listed in the inventory sheet signed by the contractor will require replacement at no cost to the State.

Negatives, which have deteriorated through use and require replacement, may be priced as an original order after the contractor has provided written notification to the OSP and received authorization to reset composition.

The contractor MUST maintain the current revision date in the line hole margin. When a negative is updated, the old negative MUST be destroyed.

Contractor will keep the negatives in a secure location during the term of the contract. This location may be outside the boundaries of the State of Arkansas. Upon request of the OSP, the contractor will be required to transfer the negatives to a location designated by the OSP. The transportation expenses will be paid by the contractor.

The current negatives and a sample of the current form must be placed in an envelope or file pocket designating the ordering agency's name, agency number, and all form numbers included in the envelope. Only one agency's

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negatives and samples per envelope and no more than twenty-five negatives per envelope.

At the conclusion of this contract, the negatives along with a complete inventory of those negatives (in hard copy and disk format) must be delivered to the (new) contractor. At the same time, a complete inventory list of the negatives both hard copy and disk must be delivered to the OSP. The list must be maintained by agency and form number not by contractors job number.

If the new contractor receives the negatives and the aforementioned requirements have not been met, the previous contractor will be held responsible for correcting all deficiencies within a time period specified by the OSP. Failure to complete this portion of the contract will be considered default and could jeopardize the future bidding status of the previous contractor or action may be taken against the previous contractors performance bond.

Marginal words and numbers inserted by the manufacturer to identify the form are not considered to be a part of the form. No charge will be allowed on these words or numbers by the manufacturer.

1.14 Obligations of Contractor (COOPERATIVE PURCHASING PARTICIPANTS)

The contractor must have a representative who can provide technical assistance within twenty-four (24) hours of written notification. On site visits to the cooperative procurement participant may be required. The contractor must assist the ordering user with design and layout of forms in the most efficient manner. This representative must be able to help diagnose and solve problems with equipment operation, which may be related to the use of forms produced under this contract. This representative is to be available within 24 hours after notification.

If at any time it is learned that the contractor has intentionally directed the user in a matter, which has unnecessarily cost additional money, the contract may be cancelled and the contractor may be suspended or debarred from doing further business with the State.

1.15 SUMMARY OF ORDERS (ALL USERS)

Contractor will be required to send to the OSP one sample form and one copy of the cost analysis sheet for each job completed under this contract.

1.16 Acknowledgements and Cost Statement (ALL USERS)

A cost statement from the contractor may be requested by the ordering entity prior to placing the order into production. Contractor must respond verbally or in writing within (5) five working days. The user must then issue written acceptance of cost to the contractor. Written acceptance from the user may be in the form of a purchase order including the price or as a letter confirming the purchase order number already sent to contractor and verifying the cost. Contractor should not begin work on any purchase order requesting "statement of cost" without written authorization from user. Delivery time will not begin until contractor receives written authorization from the agency.

1.17 Paper Price Change Clause

No price increases will be authorized during the initial 60 days of this contract. After the initial 60 days, the contractor may request in writing that OSP give consideration to a paper cost increase, but must furnish all documentation to support the cost increase. Price increases, which are approved, will become effective within the

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(10) working days after date of written authorization from OSP. Any price increase will remain firm for a period of not less than sixty (60) days.

MOORE WALLACE CHOSEN OPTION:

Option one. The successful vendor will be required under separate cover, to provide OSP with dated invoices from the respective mill(s) which show the actual cost of papers being supplied to the state. These invoices will serve as the basis for all price increases or decreases throughout the contract period, and will be kept in the strictest of confidence. Invoices dated after the contract award date must be provided with all paper price increase requests. For all other papers, invoices will be required within ten (10) working days after receipt of written request from OSP. These invoices must reference the State of Arkansas contract and be specific as to the brand and amount of paper shipped and the unit price paid. Changes, which are granted based upon a mill, announced increase, and must be authenticated by subsequent mill invoices. In those instances where announced mill increases are not evident on invoices, the State will take the necessary action to readjust unit prices and collect any overpayments.

The option selected, prior to contract award, will serve as the basis for all paper price changes authorized by OSP during the term of this contract and on any subsequent period(s) of extension.

The contractor confirms that his company and any subcontractors will guarantee the State full benefit of all paper price decreases passed along from the mill or supplier. When market conditions indicate that a reduction in cost is warranted, the contractor will be required upon written notification from OSP to lower his price for paper on all jobs in production and on all future jobs until such time as an authorized change in cost is made or the contract is terminated.

Any paper price increase or decrease will be based on the originally bid running charge for the basic form size and number of parts.

1.18 Quality

The printing and workmanship of all forms furnished under this contract must be of "first class" quality. All materials and operations such as printing, collating, punching, perforating, registration, paper and carbon shall be of such quality as to insure satisfactory usage

1.19 Overruns/Underruns

The overrun/underrun provision in this contract is included as an allowance to provide the contractor with a broad target with regard to the number of forms required for delivery on a specific order. Overruns shipped by the contractor will be subject to the following schedule:

FORMS ORDERED	VARIATION ALLOWED
Up to - 50,000	10%
50,001 - 100,000	8%
100,001 - 150,000	5%
150,001 - OVER	2%

Any orders issued which specify no overruns or underruns may be charged an additional five (5) percent of the

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invoice amount. This provision may not be used in combination with the upcharge for "guaranteed no missing numbers".

If the agency receives an excessive overrun, notify OSP.

1.20 Proofs (ALL USERS)

Proofs must be furnished on all forms, which are not an exact repeat or not furnished camera-ready by agency unless otherwise specified. Contractor should submit a proof any time the probability of error exists. Any changes made by the ordering agency shall be charged as specified under "author's alterations" in Additional Charges section. No allowances will be made for contractor's errors, such as typographical error. Proofs required by agency on exact repeat will be $10.00 each.

Both the user and the contract holder are responsible for keeping accurate records showing time copy and proofs are mailed and received in order to calculate the final delivery date of the finished product. These records must show the dates proofs are mailed or delivered to the using agency and the date(s) they are returned. When the proofs are sent, the contract holder will provide a proofing document to sign indicating if corrections are necessary. The document will show the signature of the person reviewing the document, the date it was reviewed, and the necessary corrections to be made, if any. The contractor will not proceed without this signature. The time proofs are out of his plant will not count against production time.

When proofs are submitted to the agency, it will be the agency' s responsibility to make the necessary corrections. The notation "AA" (Author's Alterations) or "PE" (Printer's Error) will be made in the margin of the copy along with each correction. Additional time to review proofs needed because of vendor errors in setting composition will be counted as production time.

Author's alterations are changes made by the originator after typesetting has been accomplished according to the original draft. If the printer makes errors in the setting of composition, the correction of these errors is not chargeable to the agency. The "PE", "AA" designations will identify those charges for which the user should correctly be billed.

Proof must be sent within fifteen (15) working days after final submission of order. Any proofs requiring changes must be resubmitted within ten (10) working days.

Contractor shall be responsible for all transportation expenses for delivery of the proofs.

1.21 Invoicing

The contractor must submit invoices in triplicate unless otherwise specified. The invoice must clearly show the contract number and the agency's purchase order number. Analysis of all charges must be included with the invoice. The contractor will be required to give the total cost for the recycled paper used in the production of the order on the analysis sheet. The ordering agency's procurement office must receive two sample forms and two copies of the cost analysis sheet. The OSP must receive one sample form and one copy of the cost analysis sheet.

1.22 Liquidated Damages or Penalty (STATE AGENCIES)

All commodities furnished will be subject to inspection and acceptance after delivery. Failure to meet specifications

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authorizes the OSP to cancel this contract or any portion of same and reasonably purchase commodities elsewhere and charge full increase, if any, in cost and handling to the defaulting contractor.

Liquidated damages imposed by the against the contractor for failure to meet delivery schedule will be one percent (1%) of the invoice amount for each working day beyond the specified delivery time. The contractor shall be relieved of delays due to causes beyond his control such as Acts of God, national emergency, strikes or fire. The OSP will assess penalties for late delivery in all cases except those that relate to causes beyond the contractor's control. The contractor must notify in writing, on a timely basis, OSP of such developments stating reason, justification and extent of delay. Other liquidated damages provided for in this contract must be verified and approved in writing by OSP prior to application by the ordering agency.

When the time does not allow for reprinting or reordering, acceptance of an inferior commodity may result in a liquidated damage of up to 20% of the invoice price or $500 whichever is smaller.

1.23 Liquidated Damages or Penalty (COOPERATIVE PURCHASING PARTICIPANTS)

All commodities furnished will be subject to inspection and acceptance after delivery. If the contractor fails to meet the specifications the Cooperative Purchasing Participant should notify OSP in writing.

Liquidated damages imposed against the contractor for failure to meet delivery schedule will be one percent (1%) of the invoice amount for each working day beyond the specified delivery time. The contractor shall be relieved of delays due to causes beyond his control such as Acts of God, national emergency, strikes or fire.

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OUTLINE AGREEMENT AWARD TERMS AND CONDITIONS

1. GENERAL: All terms and conditions stated in the invitation for bid govern this contract.

2. PRICES: Prices are firm and not subject to escalation, unless otherwise specified in the invitation for bid.

3. DISCOUNTS: All cash discounts offered will be taken if earned.

4. TAXES: Most state agencies must pay state sales tax. Before billing, the contractor should contact the ordering agency to find out if that agency must pay sales tax. Itemize state sales tax when applicable on invoices.

5. BRAND NAME REFERENCES: The contractor guarantees that the commodity delivered is the same as specified in the bid.

6. GUARANTY: All items delivered are to be newly manufactured, in first- class condition, latest model and design, including, where applicable, containers suitable for shipment and storage unless otherwise indicated in the bid invitation. The contractor guarantees that everything furnished hereunder will be free from defects in design, workmanship, and material; that if sold by drawing, sample or specification, it will conform thereto and will serve the function for which furnished. The contractor further guarantees that if the items furnished hereunder are to be installed by the contractor, such items will function properly when installed. The contractor also guarantees that all applicable laws have been complied with relating to construction, packaging, labeling, and registration. The contractor's obligations under this paragraph shall survive for a period of one year from the date of delivery, unless otherwise specified in the invitation for bid.

7. AWARD: This contract award does not authorize shipment. Shipment against this contract is authorized by the receipt of a purchase order from the ordering agency. A written purchase order mailed or otherwise furnished to the contractor results in a binding obligation without further action by either party.

8. DELIVERY: The term of the contract is shown on the face of the contract award. The contractor is required to supply the state's needs during this term. The number of days required to place the commodity in the receiving agency's designated location under normal conditions is also shown. Consistent failure to meet delivery without a valid reason may cause removal from the bidders' list or suspension of eligibility for award.

9. BACK ORDERS OR DELAY IN DELIVERY: Back orders or failure to deliver within the time required may be default of the contract. The contractor must give written notice to the Office of State Procurement and ordering agency of the reason and the expected delivery date. If the reason is not acceptable, the contractor is in default. The Office of State Procurement has the right to extend delivery if reasons appear valid. If the date is not acceptable, the agency may buy elsewhere.

10.DELIVERY REQUIREMENTS: No substitutions or cancellations are permitted without written approval of the Office of State Procurement. Delivery shall be made during agency work hours only, 8:00 a.m. to 4:30 p.m., unless prior approval for other delivery has been obtained from the agency. Packing memoranda shall be enclosed with each shipment.

11.STORAGE: The ordering agency is responsible for storage if the contractor delivers within the time required and the agency cannot accept delivery.

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12.DEFAULT: All commodities furnished will be subject to inspection and acceptance of the ordering agency after delivery. Default in promised delivery or failure to meet specifications authorizes the Office of State Procurement to cancel this contract or any portion of same and reasonably purchase commodities elsewhere and charge full increase, if any, in cost and handling to the defaulting contractor.

13.VARIATION IN QUANTITY: The state assumes no liability for commodities produced, processed or shipped in excess of the amount specified herein.

14.INVOICING: The contractor shall submit an original and two copies of an itemized invoice showing the bid number and purchase request number when itemized in the invitation for bid. Invoices must be sent to "Invoice to" point shown on the purchase order.

15.STATE PROPERTY: Any specifications, drawing, technical information, dies, cuts, negatives, positives, data or any other commodity furnished to the contractor hereunder or in contemplation hereof or developed by the contractor for the use hereunder shall remain property of the state, be kept confidential, be used only as expressly authorized, and be returned at the contractor's expense to the F.O.B. point, properly identifying what is being returned.

16.ASSIGNMENT: This contract is not assignable nor the duties hereunder delegable by either party without the written consent of the other party to the contract.

17.OTHER REMEDIES: In addition to the remedies outlined herein, the contractor and the state have the right to pursue any other remedy permitted by law or in equity.

18.LACK OF FUNDS: The state may cancel this contract to the extent funds are no longer legally available for expenditures under this contract. Any delivered but unpaid for goods will be returned in normal condition to the contractor by the state. If the state is unable to return the commodities in normal condition and there are no funds legally available to pay for the goods, the contractor may file a claim with the Arkansas Claims Commission. If the contractor has provided services and there are no longer funds legally available to pay for the services, the contractor may file a claim.

19.QUANTITIES: The state may order more or less than the estimated quantity in the invitation for bid.

20.DISCLOSURE: Failure to make any disclosure required by the Governor's Executive Order 98-04, or any violation of any rule, regulation, or policy adopted pursuant to that order, shall be a material breach of the terms of this contract. Any contractor, whether an individual or entity, who fails to make the required disclosure or who violates any rule, regulation, or policy shall be subject to all legal remedies available to the agency.

Item	Material/Description	Target Qty	UM	Unit Price	Amount
0010	10024064 FORM, CONT., CUSTOM, MISC ,MISC,LUMP SUM	1.000	Lump Sum	0.01	$ 0.01

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ARKANSAS PREFERENCE FOR RECYCLED PAPER CONTENT AND CERTIFICATION

A.C.A. of 1987, _19-11-260, directs that the State of Arkansas will offer a preference for the purchase of recycled paper products.

"(c)(1) Whenever a bid is required, a preference for recycled paper products shall be exercised if the use of the products is technically feasible and price is competitive.

(2)(A) For the purpose of procurement of recycled paper products, 'competitive' means the bid price does not exceed the lowest qualified bid of a vendor offering paper products manufactured or produced from virgin material by ten percent (10%).
(B) An additional one percent (1%) preference shall be allowed for products containing the largest amount of postconsumer materials recovered within the state of Arkansas."

As a condition of award, the Office of State Procurement may require that the apparent low bidder provide confirmation of the specifications of the recycled paper(s) bid by providing a certified letter from the manufacturer (mill) confirming the paper's basis weight, brightness, opacity and postconsumer content.
Bidders requesting the additional one percent (1%) preference for the largest allowable percentage of postconsumer materials recovered from within the State of Arkansas must provide authentication in the form of a certificate from the deinking facility which processed the postconsumer material. This information must be substantiated by the mill manufacturing the paper used to fulfill this contract.

In accordance with the authority granted to the State Procurement Director by A.C.A. of 1991, _19-11-203(31), the following definition of recycled paper applies:

"Recycled paper," as it applies to **coated stock**, shall mean any paper that contains not less than 10 percent (10%) postconsumer material by fiber weight; as it applies to **uncoated stock**, it shall mean any paper that contains not less than 20 percent (20%) postconsumer material by fiber weight.

Vendors requesting the one percent (1%) postconsumer material preference must indicate the percentage of postconsumer material recovered from within the State of Arkansas contained in the paper offered.

Any sheet offered that is found to contain excessive lint or foreign (nonpaper) elements will be rejected.

Bidders offering recycled paper must, upon receipt of a written request from the Office of State Procurement, make available samples for inspection within five working days.

2.0 FORM SPECIFICATIONS

2.1 Lockup Space

Lockup space is that space used to clamp the printing plate to the plate cylinder. The lockup space is a 1/2" wide uninterrupted space across the width of the form. No printing can be done within this area using just one plate. **If no lockup space is provided, the contractor must make (and charge) for a second plate.** This will be charged as an additional color of ink. See hyperlink 6300000219 for diagram.

2.2 Forms Measurements

Continuous form sizes are designated by width and then by depth (length). The width includes the overall measurements of the form from one edge to the other including the line hole margins. Thus, a form with a tear-down size of 8 1/2" x 11" is actually a continuous form with an overall size of 9 1/2" x 11". The two 1/2" margins when removed result in the desired form size. See hyperlink 6300000219 for diagram.

2.3 Basic Flat Charge

An individual flat charge shall be allowed for each size of custom continuous form. Each time a form repeats itself, the repeated composed area between perforations determines the basic form depth (length). Only one basic flat charge per form ordered shall be allowed. The basic flat charge shall include all of the following specifications:

All preparatory cost such as press make ready including any paper roll change for the first ply, negatives and plates necessary prior to actual press operations shall be included in the basic flat charge.

Construction shall include the following:

> Crimp fastening of carbon to back of the preceding part in one margin, both margins, or loose.
>
> Horizontal perforation of all parts between sets.
>
> Vertical standard 1/2" perforations on one or both margins through all paper parts as specified by the agency.
>
> Marginal line hole punching on both left and right sides of form. Holes must be 5/32" size, 1/2" center to center, 1/4" center to edge, through all parts.
>
> Non-processed carbon.

Carbon paper must be a minimum weight of 7 lb., medium grade, non-processed **black**, fully coated on one side and horizontally perforated between all sets.

The paper included in the basic flat and running charges shall be as indicated below. **PLEASE NOTE THIS CONTRACT INCLUDES VIRGIN AND RECYCLED PAPERS. THOSE RECYCLED PAPERS LISTED BELOW MUST BE USED IN LIEU OF VIRGIN PAPER FOR JOBS PRODUCED UNDER THIS CONTRACT. THE CONTRACTOR IS ENCOURAGED TO USE OTHER RECYCLED PAPERS WHEN AVAILABLE.**

These paperweights for the basic forms are listed as a **guide** to the contractor.

Two and three part forms - All 15# paper
Four, Five and Six part forms - 15# on part one, all others 12# paper
Agency may request other combinations of the 12 or 15 pound, #4 Grade Registered Sulphite Bond, White or colored at no additional charge.

Contractor is to list a minimum of five (5) paper colors in addition to white that will be furnished.

RECYCLED PAPER WEIGHTS AND COLORS THAT MUST BE USED WHEN A FORM USING THESE PAPER WEIGHTS OR COLORS IS REQUESTED.

12 LB. Canary and Pink bond
15 LB. White bond
15 LB. Canary and Pink bond
20 LB. White bond
20 LB. Canary and Pink bond
24 LB. White MICR bond

15# LB. CB carbonless, white only.
14.5 LB. CFB carbonless, White, Canary, Pink
15# LB. CF carbonless, White, Canary, Pink
The carbonless paper will be black image.

The base price shall include black ink on the face of all parts. See allowances for other ink options.

Printing on back of all parts with one color (agency's choice) black or gray ink.

All marginal words or phrases included in the basic flat charge at the contractor's choice of color. Total length of marginal words cannot exceed 5 inches in length.

Forms must be packaged in corrugated containers, which must be of sufficient strength to protect forms from damage during shipping, handling and storage. Internal dimensions of cartons must be approximately 1/16" greater than width and 1/8" greater

than length of packed forms so as to assure against damage from bending, curling, shifting, etc. Forms must be packed "face-up".

All cartons must be marked as to contractor name, description of form, quantity within, numbering sequence within (if applicable), date produced and any other pertinent information.

Cartons should be packaged consistent with industry standards. Individual carton weight should not exceed 50 lbs.

Proofs must be furnished on all forms, which are not an exact repeat or not furnished camera-ready by agency unless otherwise specified. Contractor should submit a proof any time the probability of error exists. Any changes made by the ordering agency shall be charged as specified under "author's alterations" in Additional Charges section. No allowances will be made for contractor's errors, such as typographical error. Proofs required by agency on exact repeat will be $10.00 each.

Allowances are given in this bid for various other combinations of ink and numbering in contractor's choice of color.

3.0 Special Features Allowances and Reductions

3.1 Blank Orders

If there is no printing on the form except for the consecutive numbers, prefix or suffix letters, contractor must reduce the price as follows:

- Some parts blank - See deletion.
- All parts blank - Deduct 50% of the basic flat charge.

3.2 Composition

MINIMUM CHARGE OF $10.00

The contractor will be allowed to charge for composition when a negative, camera-ready artwork, TIF or EPS file is not available. If a negative, TIF or EPS file is not available the agency must provide camera-ready copy or allow the contractor to set the type. The point sizes may be stipulated by the ordering agency. The agency will not be allowed to provide the composition on disk to the contractor.

- LIGHT - Few lines of type with no borders.
- MEDIUM - Several lines of type, simple borders, cross rule form with simple headings.
- HEAVY - Many line of type, Fancy/detailed borders, Closely spaced cross rule form with headings.

SEE HYPERLINK 600000214 FOR COMPOSITION EXAMPLES.

The cost will be priced per square inch for typesetting services. Charge may only be applied to the area containing copy (i.e. if the form size is 11 X 8 1/2" with copy in an area 11" x 4", the cost is figured by multiplying the total number of square inches of copy (11" x 4" = 44) by the appropriate composition charge. If the area of copy measures 1/2" or less, the fraction is dropped. If more than 1/2", the measurement is rounded up to the next inch. One half inch or less of total composition will be priced at 1/2" the prevailing rate. Composition charges shall be allowed for changes from part to part at the same rate for the area effected.

- LIGHT - $ .60 PER SQUARE INCH
- MEDIUM - $ .75 PER SQUARE INCH
- HEAVY - $ .85 PER SQUARE INCH

3.3 Volume Discount

Because of the generally accepted principle that volume ordering results in cost savings, this RFQ incorporates a volume discount requirement that the contractor must apply to those orders which qualify. A percentage discount will be applied to the base running charge of high volume orders. The discount applies only to those orders of single and multiple part forms with a total single sheet equivalent of 400,000 sheets or more.

Single Sheet Equivalent	Percentage Discount From Base Running Charges
400,000 - 599,999	6%
600,000 - 799,999	7%
800,000 - and up	8%

The following table lists *multiple part forms converted into single sheet equivalents*, which qualify for the minimum discount rate:

400,000	Single sheet forms
200,000	Two part forms
133,000	Three part forms
100,000	Four part forms
80,000	Five part forms
67,000	Six part forms

3.4 Plate Change Allowances

- Plate change $50.00 Flat
  This will be allowed to make changes from part to part.

- Deletion of printed area from one or more parts. $10.00 Flat
  When adequate room is available to permit a deletion, the contractor will use this charge. The area to be deleted must not be interrupted by rules and must have a minimum of 3/16" unprinted area surrounding the copy to be deleted.

- Block Outs

The contractor may charge a plate change for blockout area. Contractor must furnish artwork for blockout design.

- Marginal Words
  All marginal words or phrases including "non negotiable" on checks, shall be included in the basic flat charge at the contractor's choice of color. Total length of marginal words cannot exceed 5". Type size may be up to and including 1/4". The positioning of marginal words including staggering from part to part within a form is at ordering agency's option.

- Author's Alterations
  Contractor may charge applicable composition change for the area involved with a minimum charge of $10.00.

- Back Printing $60.00 Flat

- Phantoms/Pantographs/Borders $25.00 Flat

  Contractor is authorized a single flat charge for each phantom, pantograph and or border. No charge for phantoms, pantographs and/or borders repeated on successive parts in a form or on repeat orders.

- Reverses No Charge

- Screens (Excluding Phantoms) $25.00 Flat

  Total charges for any one part will not exceed $50.00 for each screen value (example: 10%, 20% etc.) Each change in screen value will carry a separate $25.00 flat charge.

3.5 Numbering

Numbering shall be in standard red ink or contractor's standard color of ink unless otherwise specified by agency. Numbers must be confined to the front only, and must be approximately 3/16" in height. Contractor must use the most economical numbering if agency does not specify otherwise. (A missing numbers list must be delivered with all numbered orders.)

- The 5% charge for no overrun/underrun will not apply to orders that are priced as guaranteed no missing numbers unless the agency specifically requests no overruns or underruns.

- Crash Imprinted (Carbon Impressed) $25.00 Flat
  Numbers will be printed in ink on original only and impressed by carbon or chemically treated carbonless paper on the face of the other parts. Forms cannot be numbered where there is no carbon and numbers must be in the same position on all parts.

- Additional Charge for guaranteed no missing numbers on "crash imprinted" numbering. $1.00 per M Sets

- All ink numbers $25.00 Flat + $ .15 per M parts
  Numbering must be printed in ink instead of carbon impressed on all copies. The number may be located anywhere on the form, but must remain in the same position on all parts.

- Each additional "all ink" number on the same form $25.00 Flat

- Additional Charge for guaranteed no missing numbers. $1.00 per M sets

- Number Reset in Series $5.00 Flat

- Prefix $5.00 Flat

- Suffix is part of the base plate. Printed as either a plate change or marginal word(s).

- Position Change $25.00 Flat
  A position variation within a set

- Color of Ink other than Red or contractor's standard color numbering. $30.00 Flat

3.6 Magnetic Ink

Magnetic ink shall be all black MICR. (Magnetic ink is primarily used on checks).

- Static MICR (Repetitive) $50.00 Flat + $1.50 per M MICR Numbers
- Consecutive MICR $60.00 Flat + $3.00 per M MICR Numbers
- This charge in addition to any charges for regular numbering.

3.7 Optically Scanned Forms (OCR Forms)

- $100.00 Flat + .50 per M Forms
- The flat charge will cover all the extra handling for OCR forms such as composition, printing, and tolerance of ink requirements. Upcharges for paper are allowed in the designated tables.
- Contractor must guarantee that OCR forms, which are produced, will perform properly on the scanning equipment on which the forms are to be used. **It is mandatory that the ordering agency specifies the make and model of the scanning equipment.**

  If the contractor cannot guarantee the performance of the OCR forms, he must waive the order in writing. Upon waiver, the State will purchase the OCR forms according to current procurement procedures. The contractor has five (5) days in which to waive any OCR order received.

Carbon paper must be a minimum weight of 7 lb., medium grade, non-processed **black**, fully coated on one side and horizontally perforated between all sets.

The paper included in the basic flat and running charges shall be as indicated below. **PLEASE NOTE THIS CONTRACT INCLUDES VIRGIN AND RECYCLED PAPERS. THOSE RECYCLED PAPERS LISTED BELOW MUST BE USED IN LIEU OF VIRGIN PAPER FOR JOBS PRODUCED UNDER THIS CONTRACT. THE CONTRACTOR IS ENCOURAGED TO USE OTHER RECYCLED PAPERS WHEN AVAILABLE.**

These paperweights for the basic forms are listed as a **guide** to the contractor.

Two and three part forms - All 15# paper
Four, Five and Six part forms - 15# on part one, all others 12# paper
Agency may request other combinations of the 12 or 15 pound, #4 Grade Registered Sulphite Bond, White or colored at no additional charge.

Contractor is to list a minimum of five (5) paper colors in addition to white that will be furnished. Yellow, pink, goldenrod, green and blue.

RECYCLED PAPER WEIGHTS AND COLORS THAT MUST BE USED WHEN A FORM USING THESE PAPER WEIGHTS OR COLORS IS REQUESTED.

12 LB. Canary and Pink bond
15 LB. White bond
15 LB. Canary and Pink bond
20 LB. White bond
20 LB. Canary and Pink bond
24 LB. White MICR bond

15# LB. CB carbonless, white only.
14.5 LB. CFB carbonless, White, Canary, Pink
15# LB. CF carbonless, White, Canary, Pink
The carbonless paper will be black image.

The base price shall include black ink on the face of all parts. See allowances for other ink options.

Printing on back of all parts with one color (agency's choice) black or gray ink.

All marginal words or phrases included in the basic flat charge at the contractor's choice of color. Total length of marginal words cannot exceed 5 inches in length.

Forms must be packaged in corrugated containers, which must be of sufficient strength to protect forms from damage during shipping, handling and storage. Internal dimensions of cartons must be approximately 1/16" greater than width and 1/8" greater

3.10 Paper

- See upcharge for paper stock for all papers not included in base price.
- Special Sizes: Use price for next larger size except as noted. Forms for which the overall width and or the number of parts have been intentionally deleted from this contract will be purchased separately.

3.11 Special Carbons

In addition to the full carbons provided as a part of the base flat charge for continuous forms ordered under this contract, several other types of carbon are also available. Some instances may require the use of both pattern and stripe carbon.

- Stripe carbon - See extra charge table. Stripe is a continuous band or bands of carbon that run parallel to the margins. Although used for basically the same purpose as pattern carbon, stripe carbon is considerably less expensive. Some instances may require the use of pattern and stripe carbon.
- Double face – See extra charge table. Double face carbon has a carbon coating on both sides. It is more difficult to alter entries made on a form that has a carbon mirror image.
- Spot or pattern carbon - One flat charge for each different pattern or hot spot carbon within a set. Running charge per thousand sheets. Running charge based on total number of sheets without regard to the number of patterns. Pattern Carbon can be any size or shape and is used primarily for withholding information from certain areas of the form. Processed carbon must be used.

Spot or Pattern Carbon	$100.00 Flat + $5.00 RC per M per part

3.12 Punching (Other than marginal punching)

- For punching standard size holes through one or more parts within the set, in the same position through all parts.

  $9.00 Flat per hole

- If position of punching varies within a set, an additional machine set upcharge of $75.00 will be added.

3.13 Special Perforations (Other than those included in the base price.)

• Horizontal - Full width for one perforation in the same position on one or more parts.	$25.00 Flat
• Horizontal - Not full width for one perforation same position on one or more parts.	$30.00 Flat
• Vertical - Full length for each perforation in the set.	$10.00 Flat
• Vertical - Not full length (skip perforation) for each in the same position on one or more parts in the set.	$60.00 Flat + .45 RC per M
• Micro, Laser or similar perforation	$2.00M RC

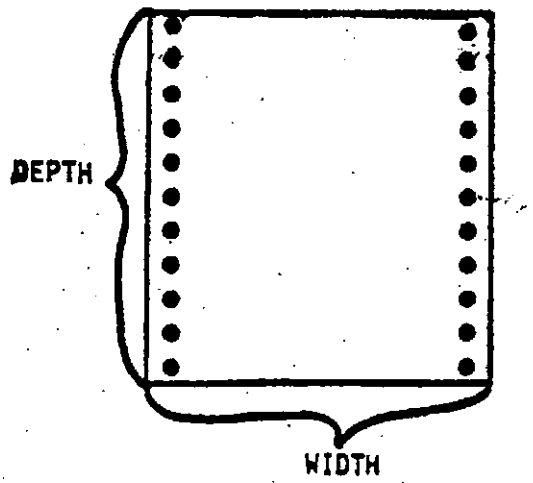
3.14 Other Sizes (Width or Length, Paper and/or Carbons).

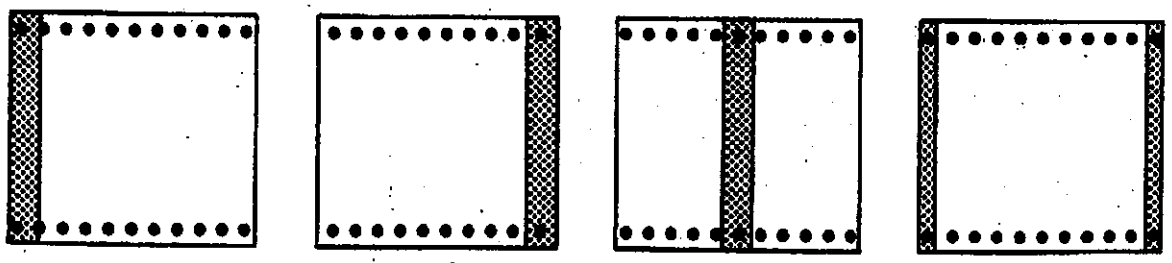
The contractor may charge the price of the next larger size for forms ordered in sizes other than those listed in the tables - except as noted. Forms for which the overall width and or the number of parts have been intentionally deleted from the contract, will be purchased separately.

3.15 Pallets

When requested by the ordering agency, the contractor must palletize orders and may charge the flat charge for each pallet used. The pallet must be loaded and packed to insure acceptance and safe delivery by common carriers.

$35.00 ea. Pallet





Continuous Form Lockup

CUSTOM CONTINUOUS FORMS

5 ¾ x 3	05630
6 ½ x 3	06530
8 x 3	08030
8 ½ x 3	08530
9 ½ x 3	09530
9 7/8 x 3	09730
10 5/8 x 3	10530
11 x 3	11030
11 ¾ x 3	11330
12 27/32 x 3	12230
13 5/8 x 3	13550
14 7/8 x 3	14730
15 ½ x 3	15530
16 x 3	16030
16 ¾ x 3	16330
17 27/32 x 3	17230
5 ¾ x 3 ½	05635
6 ½ x 3 ½	06535
8 x 3 ½	08035
8 ½ x 3 ½	08535
9 ½ x 3 ½	09535
9 7/8 x 3 ½	09735
10 5/8 x 3 ½	10535
11 x 3 ½	11035
11 ¾ x 3 ½	11335
12 27/32 x 3 ½	12235
13 5/8 x 3 ½	13535
14 7/8 x 3 ½	14735
15 ½ x 3 ½	15535
16 x 3 ½	16035
16 ¾ x 3 ½	16335
17 27/32 x 3 ½	17235
5 ¾ x 3 2/3	05636
6 ½ x 3 2/3	06536
8 x 3 2/3	08036
8 ½ x 3 2/3	08536
9 ½ x 3 2/3	09536
9 7/8 x 3 2/3	09736
10 5/8 x 3 2/3	10536
11 x 3 2/3	11036

11 ¾ x 3 2/3	11336
12 27/32 x 3 2/3	12236
13 5/8 x 3 2/3	13536
14 7/8 x 3 2/3	14736
15 ½ x 3 2/3	15536
16 x 3 2/3	16036
16 ¾ x 3 2/3	16336
17 27/32 x 3 2/3	17236
5 ¾ x 5 ½	05655
6 ½ x 5 ½	06555
8 x 5 ½	08055
8 ½ x 5 ½	08555
9 ½ x 5 ½	09555
9 7/8 x 5 ½	09755
5 ¾ x 5 2/3	05656
6 ½ x 5 2/3	06556
8 x 5 2/3	08056
8 ½ x 5 2/3	08556
9 ½ x 5 2/3	09555
9 7/8 x 5 2/3	09756
5 ¾ x 7	05670
6 ½ x 7	06570
8 x 7	08070
8 ½ x 7	08570
9 ½ x 7	09570
9 7/8 x 7	09770
5 ¾ x 7 1/3	05673
6 ½ x 7 1/3	06573
8 x 7 1/3	08073
8 ½ x 7 1/3	08573
9 ½ x 7 1/3	09573
9 7/8 x 7 1/3	09773
5 ¾ x 8 ½	05685
6 ½ x 8 ½	06585
8 x 8 ½	08085
8 ½ x 8 ½	08585
9 ½ x 8 ½	09585
9 7/8 x 8 ½	09785
10 5/8 x 8 ½	10585
11 x 8 ½	11085

11 ¾ x 8 ½	11385
12 27/32 x 8 ½	12285
13 5/8 x 8 ½	13585
14 7/8 x 8 ½	14785
15 ½ x 8 ½	15585
16 x 8 ½	16085
16 ¾ x 8 ½	16385
17 27/32 x 8 ½	17285
5 ¾ x 11	05611
6 ½ x 11	06511
8 x 11	08011
8 ½ x 11	08511
9 ½ x 11	09511
9 7/8 x 11	09711
10 5/8 x 11	10511
11 x 11	11011
11 ¾ x 11	11311
12 27/32 x 11	12211
13 5/8 x 11	13511
14 7/8 x 11	14711
15 ½ x 11	15511
16 x 11	16011
16 ¾ x 11	16311
17 27/32 x 11	17211

HOUSING AUTHORITY OF THE CITY OF LITTLE ROCK
1000 Wolfe St. • Little Rock, AR 72202 • (501) 340-4821 • Fax (501) 340-4845

Light Composition

RECEIVED
2003 MAY 19 PM 1:11
STATE PROCUREMENT

STATE OF ARKANSAS
Department of Finance and Administration

DRIVER SERVICES
Driving Records
Ragland Building, Room 1130
Post Office Box 1272
Little Rock, Arkansas 72203-1272
Phone: (501) 682-7207
Fax: (501) 682-2075
http://www.state.ar.us/dfa

LICENSEE

REQUESTING PARTY

A REPORT OF YOUR DRIVING RECORD HAS BEEN SENT TO THE REQUESTING PARTY NAMED ABOVE. THE REQUESTING PARTY IS A SERVICE BUREAU WORKING FOR YOUR INSURANCE COMPANY AND/OR EMPLOYER. THIS IS A COPY OF THE INFORMATION RELEASED TO THEM. IF YOU FEEL ANY PART OF THIS RECORD IS IN ERROR, YOU MAY CONTACT THIS OFFICE AT 682-7207.

Light Composition

Receipt # 134341

Arkansas Department of Human Services
CASH FUND RECEIPT

County Code _____ Date _____

Received from _____

Cash ☐ Check ☐ Money Order ☐ Other ☐ Amt. of Receipt $ _____

Fund or Account Number to be Credited _____

DHS-1079 (05/03) Received by _____

Receipt # 134342

Arkansas Department of Human Services
CASH FUND RECEIPT

County Code _____ Date _____

Received from _____

Cash ☐ Check ☐ Money Order ☐ Other ☐ Amt. of Receipt $ _____

Fund or Account Number to be Credited _____

DHS-1079 (05/03) Received by _____

Medium Composition

Receipt # 134343

Arkansas Department of Human Services
CASH FUND RECEIPT

County Code _____ Date _____

Received from _____

Cash ☐ Check ☐ Money Order ☐ Other ☐ Amt. of Receipt $ _____

Fund or Account Number to be Credited _____

DHS-1079 (05/03) Received by _____

Receipt # 134344

Arkansas Department of Human Services
CASH FUND RECEIPT

County Code _____ Date _____

Received from _____

Cash ☐ Check ☐ Money Order ☐ Other ☐ Amt. of Receipt $ _____

Fund or Account Number to be Credited _____

DHS-1079 (05/03) Received by _____

Travel Request

Date _____

Employee _____

hereby requests permission to travel to _____

for the purpose of _____

Date and time of departure _____ Date and time of return _____ Total days _____

Type of transportation desired ☐ motor pool vehicle ☐ bus ☐ air ☐ personal vehicle ☐ other (specify) _____

Estimated cost of trip

_____ miles at _____ per mile	$_____
_____ meals	$_____
_____ nights' lodging	$_____
Registration fee (attach form if requesting advance payment)	$_____
Other (describe) _____	$_____
_____	$_____
TOTAL	$_____

If motor pool vehicle is used, list all passengers below.

Medium composition

Additional approval (if required) _____

Traveler's signature _____

Immediate supervisor's signature _____

To University of Arkansas - Fort Smith Chancellor

I hereby request approval for the above travel, with these expenses charged to FOAPAL _____

Signature of provost/vice chancellor/dean _____

☐ Approved and forwarded to vice chancellor for finance and campus services for transportation assignment.

☐ Disapproved for the following reasons _____

Signature of chancellor or designee _____

For motor pool vehicle, contact Physical Plant secretary. If motor pool vehicle is available for use and traveler chooses to drive personal vehicle, mileage reimbursement will be at motor pool vehicle rate.

For commercial transportation, contact the procurement travel office before making arrangements.

Signature of vice chancellor for finance and campus services _____

White copy—TR-1 *Yellow copy*—Expense *Pink copy*—Traveler

ARKANSAS DEPARTMENT OF HEALTH
Section of In-Home Services

Date Plan Established _____

Aide Assignment Sheet

Name of Patient	Birthdate	Sex	Telephone	Visits Per Week

Address/Directions to Home

Heavy Composition

Lives	Primary Caregiver		Activities Permitted		Functional Limitations		
☐ Alone	☐ Self	☐ Relative	☐ Complete Bedrest	☐ Partial Wt. Bearing	☐ Amputation	☐ Hearing	☐ Speech
☐ Spouse	☐ Spouse	☐ Friend	☐ Bedrest BRP	☐ Exercise Prescribed	☐ Bowel/Bladder	☐ Paralysis	☐ Ambulation
☐ Family	☐ Child	☐ Other	☐ Up as Tolerated	☐ Transfer Bed/Chair	☐ Contractures	☐ Blind	☐ Endurance
							☐ Dyspnea

Special Equipment

☐ Crutches ☐ Cane ☐ Wheelchair ☐ BSC ☐ Catheter ☐ Oxygen ☐ Grab Bars
☐ Hearing Aid ☐ Tub Stool ☐ Glasses ☐ Toileting Equip. ☐ Dressing Equip. ☐ Transfer Equip. ☐ Walker

Nutritional Requirements: ☐ Force Fluids ☐ Encourage Food ☐ Restrict Fluids ☐ I & O

Aide Services	Every Visit	Once A Week	As Needed	Other Frequency Specified
1 Bath ☐ Total ☐ Partial ☐ Assist				
☐ Bed ☐ Tub ☐ Shower ☐ Chair				
2 Hair Care ☐ Comb				
☐ Shampoo				
3 Grooming ☐ Assist with Dressing				
☐ Assist with Shaving				
4 Oral Hygiene ☐ Total ☐ Assist				
☐ Dentures				
5 Skin Care ☐ Massage				
☐ Decubitus Prevention				
6 Nail Care ☐ Finger Nails ☐ Clean				
☐ Cut ☐ File				
☐ Toe Nails ☐ Clean				
☐ Cut ☐ File				

Aide Services	Every Visit	Once A Week	As Needed	Other Frequency Specified
7 Meals ☐ Prepare				
☐ Serve				
☐ Feed				
8 Linens				
9 Laundry				
10 Elimination ☐ Catheter Care				
☐ Empty Foley Bag				
11 Ambulation				
12 Transfer (assist to chair)				
13 ROM Exercises				
14 Vital Signs ☐ Pulse				
☐ Respiration				
☐ Temperature				
☐ Blood Pressure				
15 Other _____				

Special Instructions

☐ Copy Given to Aide ☐ Copy Left in Home

Local Health Unit Telephone Number _____

Signature of RN

HH-7 (R 3/86)

HEAVY Composition

Children's University Medical Group
P.O. Box 254148
Little Rock, AR 7225-5149
(501) 455-0767

Place of Service		
IP	AS	OH

GC Modifier	DIS.TO INSUR.

DEPT.
5SU10

Date		
Mo.	Day	Yr.

Dr#

C1	C3	C4

Modifiers
Multiple
Assistant
Other

PEDIATRIC SURGERY

PROCEDURES

DESCRIPTION	S.C.	AMT.
INTEGUMENTARY SYSTEM		
Incision/Drain Abscess, Simple	10060	
Complex	10061	
Incision/Drain Cyst, Simple	10080	
Complex	10081	
Incision/Remove Foreign Body, Simple	10120	
Complex	10121	
Debridement	1104___	
Biopsy, Skin Lesion1-4cm	11100	
Excision Benign Lesion ___cm	114___	
Excision Malignant Lesion ___cm	116___	
Excision Pilonidal Cyst, Simple	11770	
Repair Superficial Wound, Simple ___cm	1200	
Repair Superficial Wound, Face ___cm	1201	
Layer Closure Wound, ___cm	120___	
Repair Complex, ___cm	131___	
Split Graft, Trunk/Extremity, ___sq cm	151___	
Biopsy Breast, Incisional	19101	
Excision Breast Cyst/Tumor	19120	
Benign/Unilateral, One or More		
Mastectomy/Gynecomastia Unilateral	19140	
MUSCULOSKELETAL SYSTEM		
Biopsy, Muscle	20200	
Reconstruct Pectus Excavatum/Carinatum	21740	
Remove Sternal Bar	20680	
RESPIRATORY SYSTEM		
Laryngoscopy, Diagnostic Newborn	31520	
Except Newborn	31525	
Bronchoscopy, Diagnostic; rigid or flex	31622	
Biopsy	31625	
Remove Foreign Body	31635	
Thoracemesis	32000	
Tube Thoracostomy	32020	
Thoracotomy Biopsy	32095	
Thoracotomy, Major	32100	
Decortication/Lung	32220	
Pneumonectomy, Total	32440	
Lobectomy	32480	
Wedge Resection Lung, Single/Multiple	32500	
CARDIOMUSCULAR SYSTEM		
Infuse-A-Port/Broviac Placement	36533	
Remove Infuse-A-Port/Broviac	36535	
Catherization, Percutaneous <2 years	36488	
Percutaneous >2 years	36489	
Cutdown (CVL) Hyperalimental <2 Years	36490	
> 2 Years	36491	
Arterial Catheterization	36620	
Percutaneous Cutdown	36625	
UAC; Newborn, Diagnosis of Therapy	36660	
Arteriorrhaphy, Suture of Major Artery, Neck	35201	
HEMIC & LYMPHATIC SYSTEMS		
Splenectomy, Total	38100	
Partial	38101	
Drain Lymph Node Abscess, Simple	38300	
Extensive	38305	
Biopsy/Excision Lymph Node	38500	
Deep, Cervical	38510	
Excision Cystic Hygroma, Simple	38550	
Complex	38555	
MEDIASTINUM & DIAPHRAGM		
Exc. Mediastinal Cyst	39200	
Excision Mediastinal Tumor	39220	
Repair Diaphragmatic Hernia	39502	
Neonate	39503	
Transthoracic	39520	
Imbrication of Diaphragm for Eventration	39545	

DESCRIPTION	S.C.	AMT.
GASTROINTESTINAL SYSTEM		
Esphagoscopy, Diagnostic: flex or rigid	43200	
with Biopsy, single or mult.	43202	
Remove Foreign Body	43215	
with Dilation	43220	
Wire Guided	43226	
Dilation Over Guide Wire/String	43453	
Esophagogastroduodenoscopy, Diagnostic	43235	
Remove Foreign Body	43247	
Esophagoplasty, Cervical Approach	43300	
With Repair of Fistula	43305	
Thoracic Approach	43310	
Thoracic Approach with Repair of Fistula	43312	
Nissen Fundoplication	43324	
Pyloromyotomy	43520	
Gastrostomy Tube Change	43760	
Gastrojejunostomy	43825	
Gastrostomy	43830	
Closure	43870	
Enterolysis, Release Small Bowel Obstruction	44005	
Reduce Midgut Volvulus (Ladd)	44055	
Reduce Intussusception	44050	
Enterectomy, Resecton Small Intestine	44120	
Double Enterostomy	44125	
Enteroenterostomy	44130	
Colectomy, Partial	44140	
Partial with Colostomy	44141	
Partial with Closure of Distel Segment (Hart)	44143	
Partial with Resection with Colostomy	44144	
Partial with Coloproctostomy	44145	
Total Abdominal w/ Ileostomy	44150	
Total with Proctectomy & Ileostomy	44155	
Ileostomy/Jejunostomy	44310	
Revision Simple	44312	
Complicated	44314	
Colostomy or Skin Level Cecostomy	44320	
Revision of Colostomy, Simple	44340	
Complicated	44345	
Enterorrhaphy, Suture of Small Intestine, Single	44602	
large Intestine	44604	
Colostomy Closure	44620	
Closure of Enterostomy with	44625	
Resection/Anastomosis		
Excision of Meckel's Diverticulum	44800	
Incision/Drainage of Appendiceal Abscess	44900	
Appendectomy	44950	
With Other Procedures	44955	
Ruptured	44960	
Biopsy Anorectal Wall	45100	
Anorectial Myomectomy	45108	
Proctectomy (Martin, Soave', Duhamel Proc.)	45120	
Proctosigmoidoscopy, Diagnostic	45300	
With Biopsy	45305	
Colonoscopy, Diagnostic	45378	
Dilation of Anal Sphincter	45905	
Dilation of Rectal Sphincter	45910	
Removal of Fecal Impaction/Foreign Body	45915	
Fistulotomy/Fistulectomy	46270	
Incision/Drain Perianal Abscess	46050	
Incision, Anal Septum (Infant)	46070	
Anoplasty, Revision Infant	46705	
Repair Congenital Anovaginal Fistula	46715	
Abdominal & Perineal Approach	46735	
Perineal Anoplasty - Primary (Pena')	46730	
Anoplasty with Repair of Urinary Fistula	46740	
Sphincteroplasty, Anal	46751	

DESCRIPTION	S.C.	AMT.
Biopsy Liver, Wedge	47100	
Hepatectomy, Partial Lobectomy	47120	
Left Lobectomy, Total	47125	
Right Lobectomy, Total	47130	
Hepatorrhaphy, Suture of Liver Wound, Simple	47350	
Cholecystectomy	476___	
Anastomosis, Gastrointestinal Tract to Intrahepatic Ducts	47765	
Kasai Portoenterostomy	47701	
Pancreatectomy	48140	
Exploratory Laparotomy	49000	
Drain Peritoneal Abscess	49020	
Drain Retroperitoneal Abscess, open	49060	
Excision Intra-Abdominal Retroperitoneal Tumor	49200	
Sacrococcygeal Teratoma Excision	49215	
Inguinal Hernia; Preterm Infant	49491	
Inguinal Hernia; Unilateral < 6 mos	49495	
Incarcerated; Preterm Infant	49492	
Incarcerated < 6 mos	49498	
Inguinal Hernia; Unilateral 6mo-5yrs	49500	
Incarcerated 6 mos-5 yrs	49501	
Unilateral > 5 years	49505	
Incarcerated > 5yrs	49507	
Repair Inguinal Hernia, Recurrent	49520	
Repair Ventral Hernia/Incisional	49560	
Recurrent	49565	
Repair Epigastric Hernia, Simple	49570	
Umbilical Herniorrhaphy <5 Years	49580	
> 5 Years	49585	
Omphalocele, Small/Primary Closure	49600	
Large/Gastroschisis	49605	
Staged Closure, Final	49606	
Suture Secondary of Abdominal Wall Dehiscence	49900	
GENITAL SYSTEM		
Circumcision, newborn	54160	
Circumcision, non-newborn	54161	
Circumcision, Revision	54163	
Orchipexy w or w/o hernia	54640	
Hydrocelectomy	55040	
Oophorectomy	58940	
Drain Ovarian Abscess	58822	
Ovarian Cystectomy	58925	
Omentectomy	49255	
ENDOCRINE SYSTEM		
Total Thyroid Lobectomy, Unilateral	60220	
Total Thyroidectomy	60240	
Excision Thyroglossal Duct Cyst	60280	
Renal Transplant	50360	
Removal, Transplanted Kidney	50370	
Insertion Cannula-Dialysis	36800	
Open Renal Biopsy	50205	
Tenchoff Catheter, Permanent	49421	
Nephrectomy	50220	
Remove Tenchkoff	49422	
Thoracoscopy	326___	
Laparoscopic		
Baclofen Catheter Placement	62350	
Baclofen Pump Placement	62362	
Total Charges		

PRICING EFFECTIVE 10/13/2003 THRU 06/20/2005

FORM DEPTH A: 3", 3 1/2", & 3 2/3"

OVERALL WIDTH	BASIC FLAT	PLATE CHARGE	BACK PRINT	1 PART	2 PART	3 PART	4 PART	5 PART	6 PART
5 3/4" carbon	$140.00	$50.00	$60.00	$1.51	$4.02	$6.53	$9.56	$12.07	$15.08
5 3/4" carbonless	$140.00	$50.00	$60.00		$4.91	$8.03	$11.15	$14.72	$18.29
6 1/2" carbon	$140.00	$50.00	$60.00	$1.51	$4.02	$6.53	$9.56	$12.07	$15.08
6 1/2" carbonless	$140.00	$50.00	$60.00		$4.91	$8.03	$11.15	$14.72	$18.29
8" carbon	$140.00	$50.00	$60.00	$1.51	$4.02	$6.53	$9.56	$12.07	$15.08
8" carbonless	$140.00	$50.00	$60.00		$4.91	$8.03	$11.15	$14.72	$18.29
8 1/2" carbon	$140.00	$50.00	$60.00	$1.51	$4.53	$7.54	$10.56	$13.58	$17.10
8 1/2" carbonless	$140.00	$50.00	$60.00		$5.36	$8.92	$12.49	$16.51	$20.53
9 1/2" carbon	$145.00	$50.00	$60.00	$2.01	$5.03	$8.04	$11.56	$14.58	$18.60
9 1/2" carbonless	$145.00	$50.00	$60.00		$5.80	$9.82	$13.83	$17.85	$22.31
9 7/8" carbon	$145.00	$50.00	$60.00	$2.01	$5.03	$8.04	$11.56	$14.58	$18.60
9 7/8" carbonless	$145.00	$50.00	$60.00		$5.80	$9.82	$13.83	$17.85	$22.31
10 5/8" carbon	$150.00	$50.00	$60.00	$2.01	$5.53	$8.55	$12.07	$15.58	$19.61
10 5/8" carbonless	$150.00	$50.00	$60.00		$6.25	$10.26	$14.72	$18.74	$23.64
11" carbon	$150.00	$50.00	$60.00	$2.01	$5.53	$9.56	$13.07	$17.10	$21.62
11" carbonless	$150.00	$50.00	$60.00		$6.69	$11.15	$16.06	$20.53	$25.88
11 3/4" carbon	$155.00	$50.00	$60.00	$2.01	$5.53	$9.56	$13.07	$17.10	$21.62
11 3/4" carbonless	$155.00	$50.00	$60.00		$6.69	$11.15	$16.06	$20.53	$25.88
12 27/32" carbon	$160.00	$50.00	$60.00	$2.51	$6.03	$10.06	$14.08	$18.60	$23.63
12 27/32" carbonless	$160.00	$50.00	$60.00		$7.14	$12.05	$17.40	$22.31	$28.55
13 5/8" carbon	$160.00	$50.00	$60.00	$2.51	$6.03	$10.06	$14.08	$18.60	$23.63
13 5/8" carbonless	$160.00	$50.00	$60.00		$7.14	$12.05	$17.40	$22.31	$28.55
14 7/8" carbon	$170.00	$50.00	$60.00	$2.51	$6.53	$11.06	$15.58	$19.61	$25.14
14 7/8" carbonless	$170.00	$50.00	$60.00		$7.59	$12.94	$18.74	$24.09	$30.78

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15 1/2" carbon	$170.00	$50.00	$60.00	$2.51	$6.53	$11.06	$15.58	$19.61	$25.14
15 1/2" carbonless	$170.00	$50.00	$60.00		$7.59	$12.94	$18.74	$24.09	$30.78
16" carbon	$175.00	$50.00	$60.00	$2.51	$7.04	$12.07	$16.59	$21.62	$27.65
16" carbonless	$175.00	$50.00	$60.00		$8.48	$14.28	$20.08	$26.32	$33.46
16 3/4" carbon	$175.00	$50.00	$60.00	$3.01	$7.04	$12.07	$16.59	$21.62	$27.65
16 3/4" carbonless	$175.00	$50.00	$60.00		$8.48	$14.28	$20.08	$26.32	$33.46
17 27/32" carbon	$185.00	$50.00	$60.00	$3.01	$8.04	$13.58	$19.10	$25.14	$31.67
17 27/32" carbonless	$185.00	$50.00	$60.00		$9.37	$16.51	$23.64	$30.34	$38.37

PRICING EFFECTIVE 10/13/2003 THRU 06/20/2005

FORM DEPTH B: 5 1/2" & 5 2/3"

OVERALL WIDTH	BASIC FLAT	PLATE CHARGE	BACK PRINT	1 PART	2 PART	3 PART	4 PART	5 PART	6 PART
5 3/4" carbon	$145.00	$50.00	$60.00	$2.51	$6.03	$10.06	$13.58	$18.10	$23.12
5 3/4" carbonless	$145.00	$50.00	$60.00		$7.14	$12.05	$16.95	$21.86	$28.11
6 1/2" carbon	$145.00	$50.00	$60.00	$2.51	$6.03	$10.06	$13.58	$18.10	$23.12
6 1/2" carbonless	$145.00	$50.00	$60.00		$7.14	$12.05	$16.95	$21.86	$28.11
8" carbon	$145.00	$50.00	$60.00	$2.51	$6.53	$10.56	$14.08	$18.60	$23.63
8" carbonless	$145.00	$50.00	$60.00		$7.14	$12.05	$16.95	$21.86	$28.11
8 1/2" carbon	$145.00	$50.00	$60.00	$2.51	$6.53	$10.56	$14.08	$18.60	$23.63
8 1/2" carbonless	$145.00	$50.00	$60.00		$7.59	$12.49	$17.40	$22.31	$28.55
9 1/2" carbon	$150.00	$50.00	$60.00	$2.51	$7.04	$11.06	$15.58	$20.11	$25.64
9 1/2" carbonless	$150.00	$50.00	$60.00		$8.03	$13.39	$18.74	$24.09	$30.78
9 7/8" carbon	$150.00	$50.00	$60.00	$2.51	$7.04	$11.06	$15.58	$20.11	$25.64
9 7/8" carbonless	$150.00	$50.00	$60.00		$8.03	$13.39	$18.74	$24.09	$30.78

FORM DEPTH C: 7" & 7 1/3"

OVERALL WIDTH	BASIC FLAT	PLATE CHARGE	BACK PRINT	1 PART	2 PART	3 PART	4 PART	5 PART	6 PART
5 3/4" carbon	$145.00	$50.00	$60.00	$3.01	$7.54	$12.57	$17.60	$23.12	$29.67
5 3/4" carbonless	$145.00	$50.00	$60.00		$9.37	$14.72	$22.31	$28.11	$35.69
6 1/2" carbon	$145.00	$50.00	$60.00	$3.01	$7.54	$12.57	$17.60	$23.12	$29.67
6 1/2" carbonless	$145.00	$50.00	$60.00		$9.37	$15.62	$22.31	$28.11	$35.69
8" carbon	$145.00	$50.00	$60.00	$3.01	$8.04	$13.07	$18.10	$23.12	$29.67
8" carbonless	$145.00	$50.00	$60.00		$9.37	$15.62	$22.31	$28.11	$35.69
8 1/2" carbon	$145.00	$50.00	$60.00	$3.01	$8.04	$13.07	$18.10	$23.63	$30.17
8 1/2" carbonless	$145.00	$50.00	$60.00		$9.82	$16.06	$22.76	$28.55	$36.14
9 1/2" carbon	$150.00	$50.00	$60.00	$3.01	$8.55	$14.08	$20.11	$25.64	$32.68

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FORM DEPTH D: 8 1/2"

OVERALL WIDTH	BASIC FLAT	PLATE CHARGE	BACK PRINT	1 PART	2 PART	3 PART	4 PART	5 PART	6 PART
5 3/4" carbon	$150.00	$50.00	$60.00	$3.01	$8.55	$14.58	$20.11	$26.14	$33.69
5 3/4" carbonless	$150.00	$50.00	$60.00		$10.71	$17.85	$24.99	$32.13	$41.05
6 1/2" carbon	$150.00	$50.00	$60.00	$3.01	$8.55	$14.58	$20.11	$26.14	$33.69
6 1/2" carbonless	$150.00	$50.00	$60.00		$10.71	$17.85	$24.99	$32.13	$41.05
8" carbon	$150.00	$50.00	$60.00	$3.52	$9.05	$15.08	$20.61	$26.65	$34.19
8" carbonless	$150.00	$50.00	$60.00		$11.15	$18.29	$25.43	$32.57	$41.49
8 1/2" carbon	$150.00	$50.00	$60.00	$3.52	$9.05	$15.08	$20.61	$26.65	$34.19
8 1/2" carbonless	$150.00	$50.00	$60.00		$11.15	$18.29	$25.43	$32.57	$41.49
9 1/2" carbon	$155.00	$50.00	$60.00	$3.52	$10.06	$16.59	$22.62	$29.16	$37.21
9 1/2" carbonless	$155.00	$50.00	$60.00		$11.60	$19.63	$27.22	$35.25	$44.62
9 7/8" carbon	$155.00	$50.00	$60.00	$3.52	$10.06	$16.59	$22.62	$29.16	$37.21
9 7/8" carbonless	$155.00	$50.00	$60.00		$11.60	$19.63	$27.22	$35.25	$44.62
10 5/8" carbon	$160.00	$50.00	$60.00	$3.52	$10.56	$17.10	$24.13	$31.17	$39.72
10 5/8" carbonless	$160.00	$50.00	$60.00		$12.05	$20.53	$29.00	$37.48	$47.30
11" carbon	$160.00	$50.00	$60.00	$4.02	$11.56	$19.10	$26.14	$33.69	$42.73
11" carbonless	$160.00	$50.00	$60.00		$12.94	$22.76	$31.68	$41.05	$51.76
11 3/4" carbon	$165.00	$50.00	$60.00	$4.02	$11.56	$19.10	$26.14	$33.69	$42.73
11 3/4" carbonless	$165.00	$50.00	$60.00		$12.94	$22.76	$31.68	$41.05	$51.76
12 27/32" carbon	$170.00	$50.00	$60.00	$4.53	$12.07	$20.61	$28.66	$36.70	$47.26
12 27/32" carbonless	$170.00	$50.00	$60.00		$14.28	$24.54	$34.36	$45.06	$56.67
13 5/8" carbon	$175.00	$50.00	$60.00	$4.53	$12.07	$20.61	$28.66	$36.70	$47.26
13 5/8" carbonless	$175.00	$50.00	$60.00		$14.28	$24.54	$34.36	$45.06	$56.67
14 7/8" carbon	$180.00	$50.00	$60.00	$4.53	$13.07	$22.12	$30.67	$39.72	$50.78
14 7/8" carbonless	$180.00	$50.00	$60.00		$14.72	$25.88	$37.03	$48.63	$61.57

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9 1/2" carbonless	$150.00	$50.00	$60.00		$10.26	$16.95	$24.09	$31.23	$39.26
9 7/8" carbon	$150.00	$50.00	$60.00	$3.01	$8.55	$14.08	$20.11	$25.64	$32.68
9 7/8" carbonless	$150.00	$50.00	$60.00		$10.26	$16.95	$24.09	$31.23	$39.26

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15 1/2" carbon	$185.00	$50.00	$60.00	$4.53	$13.07	$22.12	$30.67	$39.72	$50.78
15 1/2" carbonless	$185.00	$50.00	$60.00		$14.72	$25.88	$37.03	$48.63	$61.57
16" carbon	$190.00	$50.00	$60.00	$5.03	$14.08	$23.63	$33.69	$43.23	$55.30
16" carbonless	$190.00	$50.00	$60.00		$16.51	$28.55	$40.60	$52.65	$66.93
16 3/4" carbon	$190.00	$50.00	$60.00	$5.03	$14.08	$23.63	$33.69	$43.23	$55.30
16 3/4" carbonless	$190.00	$50.00	$60.00		$16.51	$28.55	$40.60	$52.65	$66.93
17 27/32" carbon	$195.00	$50.00	$60.00	$6.03	$16.09	$27.15	$38.71	$49.78	$63.85
17 27/32" carbonless	$195.00	$50.00	$60.00		$19.18	$33.02	$46.85	$60.68	$77.18

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FORM DEPTH E: 11"

OVERALL WIDTH	BASIC FLAT	PLATE CHARGE	BACK PRINT	1 PART	2 PART	3 PART	4 PART	5 PART	6 PART
5 3/4" carbon	$150.00	$50.00	$60.00	$3.52	$11.06	$18.10	$25.64	$33.18	$42.23
5 3/4" carbonless	$150.00	$50.00	$60.00		$13.39	$22.31	$31.23	$40.60	$51.31
6 1/2" carbon	$150.00	$50.00	$60.00	$3.52	$11.06	$18.10	$25.64	$33.18	$42.23
6 1/2" carbonless	$150.00	$50.00	$60.00		$13.39	$22.31	$31.23	$40.60	$51.31
8" carbon	$150.00	$50.00	$60.00	$4.02	$11.56	$18.60	$26.14	$33.69	$42.73
8" carbonless	$150.00	$50.00	$60.00		$13.83	$22.76	$31.68	$41.05	$51.76
8 1/2" carbon	$150.00	$50.00	$60.00	$4.02	$11.56	$18.60	$26.14	$33.69	$42.73
8 1/2" carbonless	$150.00	$50.00	$60.00		$13.83	$22.76	$31.68	$41.05	$51.76
9 1/2" carbon	$155.00	$50.00	$60.00	$4.53	$12.57	$20.61	$28.66	$36.70	$46.76
9 1/2" carbonless	$155.00	$50.00	$60.00		$14.28	$24.09	$34.36	$44.17	$55.77
9 7/8" carbon	$155.00	$50.00	$60.00	$4.53	$12.57	$20.61	$28.66	$36.70	$46.76
9 7/8" carbonless	$155.00	$50.00	$60.00		$14.28	$24.09	$34.36	$44.17	$55.77
10 5/8" carbon	$160.00	$50.00	$60.00	$4.53	$13.07	$21.62	$30.17	$38.71	$49.27
10 5/8" carbonless	$160.00	$50.00	$60.00		$15.17	$25.88	$36.14	$47.30	$59.34
11" carbon	$160.00	$50.00	$60.00	$4.53	$13.07	$21.62	$30.17	$38.71	$49.27
11" carbonless	$160.00	$50.00	$60.00		$15.17	$25.88	$36.14	$47.30	$59.34
11 3/4" carbon	$165.00	$50.00	$60.00	$5.03	$14.08	$23.63	$32.68	$42.23	$53.80
11 3/4" carbonless	$165.00	$50.00	$60.00		$16.51	$28.11	$39.71	$51.31	$64.69
12 27/32" carbon	$170.00	$50.00	$60.00	$5.26	$15.08	$25.64	$35.69	$46.26	$58.82
12 27/32" carbonless	$170.00	$50.00	$60.00		$17.85	$30.34	$43.28	$56.22	$70.94
13 5/8" carbon	$175.00	$50.00	$60.00	$5.53	$15.08	$25.64	$35.69	$46.26	$58.82
13 5/8" carbonless	$175.00	$50.00	$60.00		$17.85	$30.34	$43.28	$56.22	$70.94
14 7/8" carbon	$180.00	$50.00	$60.00	$5.53	$16.59	$27.65	$38.21	$49.78	$63.35
14 7/8" carbonless	$180.00	$50.00	$60.00		$18.74	$32.57	$46.40	$60.68	$76.74

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15 1/2" carbon	$185.00	$50.00	$60.00	$5.53	$16.59	$27.65	$38.21	$49.78	$63.35
15 1/2" carbonless	$185.00	$50.00	$60.00		$18.74	$32.57	$46.40	$60.68	$76.74
16" carbon	$190.00	$50.00	$60.00	$6.03	$17.60	$29.67	$41.73	$53.80	$68.88
16" carbonless	$190.00	$50.00	$60.00		$20.53	$35.69	$50.86	$66.03	$83.44
16 3/4" carbon	$195.00	$50.00	$60.00	$6.03	$17.60	$29.67	$41.73	$53.80	$68.88
16 3/4" carbonless	$195.00	$50.00	$60.00		$20.53	$35.69	$50.86	$66.03	$83.44
17 27/32" carbon	$200.00	$50.00	$60.00	$7.04	$20.11	$34.19	$47.76	$61.84	$79.44
17 27/32" carbonless	$200.00	$50.00	$60.00		$23.64	$41.05	$58.45	$75.85	$95.93

SPECIAL PAPER/SPECIAL CARBON
PRICING EFFECTIVE
10/13/2003 THRU 06/20/2005

FORM DEPTH A; 3", 3 1/2", 3 2/3"

PAPER DISCRIPTION:	5 3/4" & 6 1/2"	8" & 8 1/2"	9 1/2" & 9 7/8"	10 5/8 & 11"	11 3/4"	12 27/32" & 13 5/8"	14 7/8"	15 1/2", 16", 16 3/4"	17 27/32"
11# OPAQUE, WHITE OR COLOR	$0.80	$0.80	$1.00	$1.50	$1.60	$1.93	$1.98	$1.98	$2.28
20# BOND - #4 WHITE	$0.55	$0.55	$0.66	$0.72	$0.77	$0.88	$0.99	$0.99	$1.27
20# BOND - #4 COLORS	$1.17	$1.17	$1.38	$1.98	$2.04	$2.48	$2.53	$2.53	$3.17
20# OCR - WHITE	$1.44	$1.44	$1.67	$1.85	$1.99	$2.27	$2.50	$2.83	$3.25
20# 25% RAG BOND, #4	$4.57	$4.57	$5.45	$6.99	$7.10	$8.58	$8.86	$9.63	$11.08
24# LEDGER, WHITE OR COLOR	$1.71	$1.71	$1.98	$2.20	$2.37	$2.70	$2.97	$3.36	$3.87
24# OCR - WHITE	$1.71	$1.71	$1.98	$2.20	$2.37	$2.70	$2.97	$3.36	$3.87
24# SAFETY, WHITE OR COLOR, BOISE CASCADE CHECK PROTECT OR EQUAL	$2.50	$2.50	$3.25	$4.29	$4.35	$5.06	$5.17	$5.94	$6.84
24# MICR, WHITE OR COLOR, BOISE CASCADE CHECK PROTECT OR EQUAL	$1.71	$1.71	$1.98	$2.20	$2.37	$2.70	$2.97	$3.36	$3.87
28# LEDGER - WHITE OR COLOR	$2.85	$2.85	$3.39	$4.42	$4.47	$5.46	$5.55	$5.64	$6.49
32# LEDGER - WHITE OR COLOR	$4.33	$4.33	$5.62	$6.55	$6.67	$8.17	$8.28	$9.28	$10.68
90# INDEX - WHITE OR COLOR	$5.14	$5.14	$6.00	$6.69	$7.09	$8.01	$8.79	$10.04	$11.55
100# TAG - WHITE OR COLOR	$4.72	$4.72	$5.51	$6.15	$6.51	$7.37	$8.09	$9.23	$10.62
125# INDEX - WHITE OR COLOR	$5.66	$5.66	$6.59	$7.19	$7.79	$8.86	$9.72	$10.78	$12.40

CARBONLESS:

20# CB - WHITE	$3.22	$3.22	$3.56	$4.65	$4.74	$5.91	$6.04	$6.22	$7.15
26# CB - WHITE OR COLOR	$6.77	$6.77	$7.65	$9.72	$9.83	$12.42	$12.54	$13.18	$15.16
26# CB SAFETY - WHITE OR COLOR	$8.73	$8.73	$9.87	$12.54	$12.68	$16.02	$16.18	$17.00	$19.56

105# TAG - WHITE OR COLOR	$11.42	$11.42	$12.79	$16.17	$16.30	$20.51	$21.24	$20.71	$23.82

FORM DEPTH B; 5 1/2" & 5 2/3"

PAPER DISCRIPTION:	5 3/4" & 6 1/2"	8" & 8 1/2"	9 1/2" & 9 7/8"
11# OPAQUE, WHITE OR COLOR	$1.26	$1.26	$1.43
20# BOND - #4 WHITE	$0.77	$0.77	$0.94
20# BOND - #4 COLORS	$1.54	$1.54	$1.87
20# OCR - WHITE	$2.46	$2.46	$2.85
20# 25% RAG BOND, #4	$6.27	$6.27	$7.48
24# LEDGER, WHITE OR COLOR	$2.46	$2.46	$2.85
24# OCR - WHITE	$2.37	$2.37	$2.75
24# SAFETY, WHITE OR COLOR, BOISE CASCADE CHECK PROTECT OR EQUAL	$3.88	$3.88	$4.62
24# MICR, WHITE OR COLOR, BOISE CASCADE CHECK PROTECT OR EQUAL	$2.37	$2.37	$2.75
28# LEDGER - WHITE OR COLOR	$3.93	$3.93	$4.65
32# LEDGER - WHITE OR COLOR	$5.95	$5.95	$7.06
90# INDEX - WHITE OR COLOR	$7.15	$7.15	$8.31
100# TAG - WHITE OR COLOR	$6.51	$6.51	$7.58
125# INDEX - WHITE OR COLOR	$7.79	$7.79	$9.05

CARBONLESS:

20# CB - WHITE	$4.55	$4.55	$5.27

SPECIAL PAPER/SPECIAL CARBON PRICING EFFECTIVE
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26# CB - WHITE OR COLOR	$9.64	$9.64	$10.86
26# CB SAFETY - WHITE OR COLOR	$12.44	$12.44	$14.01
105# TAG - WHITE OR COLOR	$16.21	$16.21	$18.16

SPECIAL PAPER/SPECIAL CARBON PRICING EFFECTIVE 10/13/2003 THRU 06/20/2005

FORM DEPTH C; 7" & 7 1/3"

PAPER DISCRIPTION:	5 3/4" & 6 1/2"	8" & 8 1/2"	9 1/2" & 9 7/8"
11# OPAQUE, WHITE OR COLOR	$1.38	$1.38	$1.98
20# BOND - #4 WHITE	$0.99	$0.99	$1.16
20# BOND - #4 COLORS	$1.98	$1.98	$2.42
20# OCR - WHITE	$2.97	$2.97	$3.42
20# 25% RAG BOND, #4	$8.03	$8.03	$9.52
24# LEDGER, WHITE OR COLOR	$2.97	$2.97	$3.47
24# OCR - WHITE	$2.97	$2.97	$3.47
24# SAFETY, WHITE OR COLOR, BOISE CASCADE CHECK PROTECT OR EQUAL	$4.79	$4.79	$5.72
24# MICR, WHITE OR COLOR, BOISE CASCADE CHECK PROTECT OR EQUAL	$2.97	$2.97	$3.47
28# LEDGER - WHITE OR COLOR	$4.96	$4.96	$5.91
32# LEDGER - WHITE OR COLOR	$7.55	$7.55	$8.95
90# INDEX - WHITE OR COLOR	$9.10	$9.10	$10.51
100# TAG - WHITE OR COLOR	$8.29	$8.29	$9.58
125# INDEX - WHITE OR COLOR	$9.92	$9.92	$11.58

CARBONLESS:

20# CB - WHITE	$5.61	$5.61	$9.58
26# CB - WHITE OR COLOR	$11.89	$11.89	$13.36
26# CB SAFETY - WHITE OR COLOR	$15.34	$15.34	$17.23
105# TAG - WHITE OR COLOR	$19.93	$19.93	$22.33

SPECIAL PAPER/SPECIAL CARBON PRICING EFFECTIVE
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FORM DEPTH D; 8 1/2"

PAPER DISCRIPTION:	5 3/4" & 6 1/2"	8" & 8 1/2"	9 1/2" & 9 7/8"	10 5/8 & 11"	11 3/4"	12 27/32" & 13 5/8"	14 7/8"	15 1/2", 16", 16 3/4"	17 27/32"
11# OPAQUE, WHITE OR COLOR	$1.60	$1.60	$1.98	$2.97	$3.19	$3.85	$3.96	$4.18	$4.81
20# BOND - #4 WHITE	$1.16	$1.16	$1.32	$1.43	$1.54	$1.76	$1.98	$2.20	$2.53
20# BOND - #4 COLORS	$2.31	$2.31	$2.75	$4.02	$4.07	$5.01	$5.06	$5.45	$6.27
20# OCR - WHITE	$3.41	$3.41	$3.96	$4.35	$4.73	$5.34	$5.89	$6.71	$7.72
20# 25% RAG BOND, #4	$9.13	$9.13	$10.84	$13.97	$14.19	$17.16	$17.60	$19.20	$22.08
24# LEDGER, WHITE OR COLOR	$3.41	$3.41	$3.96	$4.35	$4.73	$5.34	$5.89	$6.71	$7.72
24# OCR - WHITE	$3.41	$3.41	$3.96	$4.35	$4.73	$5.34	$5.89	$6.71	$7.72
24# SAFETY, WHITE OR COLOR, BOISE CASCADE CHECK PROTECT OR EQUAL	$6.05	$6.05	$6.49	$8.53	$8.69	$10.18	$10.29	$11.88	$13.67
24# MICR, WHITE OR COLOR, BOISE CASCADE CHECK PROTECT OR EQUAL	$3.41	$3.41	$3.96	$4.35	$4.73	$5.34	$5.89	$6.71	$7.72
28# LEDGER - WHITE OR COLOR	$5.68	$5.68	$6.76	$8.80	$8.93	$10.91	$11.05	$11.27	$12.97
32# LEDGER - WHITE OR COLOR	$8.62	$8.62	$10.22	$13.17	$13.33	$16.33	$16.55	$18.89	$21.34
90# INDEX - WHITE OR COLOR	$10.35	$10.35	$12.08	$13.58	$14.28	$16.24	$17.71	$20.23	$23.26

SPECIAL PAPER/SPECIAL CARBON PRICING EFFECTIVE 10/13/2003 THRU 06/20/2005

100# TAG - WHITE OR COLOR	$9.44	$9.44						$18.45	$21.22
125# INDEX - WHITE OR COLOR	$11.31	$11.31	$13.18	$14.31	$15.57	$17.70	$19.37	$21.50	$24.73

CARBONLESS:

20# CB - WHITE	$6.43	$6.43	$7.13	$9.30	$9.43	$11.82	$12.08	$12.39	$14.25
26# CB - WHITE OR COLOR	$13.54	$13.54	$15.25	$19.42	$19.66	$24.83	$25.07	$26.31	$30.26
26# CB SAFETY - WHITE OR COLOR	$17.47	$17.47	$19.67	$25.05	$25.36	$32.03	$32.34	$33.94	$39.04
105# TAG - WHITE OR COLOR	$22.79	$22.79	$25.57	$32.32	$32.58	$41.28	$41.41	$41.54	$47.77

FORM DEPTH E; 11"

PAPER DISCRIPTION:	5 3/4" & 6 1/2"	8" & 8 1/2"	9 1/2" & 9 7/8"	10 5/8 & 11"	11 3/4"	12 27/32" & 13 5/8"	14 7/8"	15 1/2", 16", 16 3/4"	17 27/32"
11# OPAQUE, WHITE OR COLOR	$1.98	$1.98	$2.48	$3.74	$3.96	$4.79	$4.95	$5.23	$6.02
20# BOND - #4 WHITE	$1.00	$1.00	$1.00	$1.00	$1.18	$1.24	$1.24	$1.67	$1.67
20# BOND - #4 COLORS	$2.85	$2.85	$3.45	$5.01	$5.11	$6.26	$6.36	$6.81	$7.84
20# OCR - WHITE	$4.27	$4.27	$4.98	$5.44	$5.92	$6.69	$7.35	$8.41	$9.68
20# 25% RAG BOND, #4	$11.44	$11.44	$13.57	$17.49	$17.75	$21.45	$22.02	$24.01	$27.62
24# LEDGER, WHITE OR COLOR	$4.27	$4.27	$4.98	$5.44	$5.92	$6.69	$7.35	$8.41	$9.68
24# OCR - WHITE	$4.27	$4.27	$4.98	$5.44	$5.92	$6.69	$7.35	$8.41	$9.68
24# SAFETY, WHITE OR COLOR, BOISE CASCADE CHECK PROTECT OR EQUAL	$6.84	$6.84	$8.12	$10.67	$10.89	$12.71	$12.87	$14.85	$17.08
24# MICR, WHITE OR COLOR, BOISE CASCADE CHECK PROTECT OR EQUAL	$4.27	$4.27	$4.98	$5.44	$5.92	$6.69	$7.35	$8.41	$9.68
28# LEDGER - WHITE OR COLOR	$7.33	$7.33	$9.46	$9.46	$10.83	$13.31	$13.31	$15.11	$15.11

32# LEDGER - WHITE OR COLOR	$10.81	$10.81	$13.99	$13.99	$15.90	$19.81	$19.81	$22.25	$22.25
90# INDEX - WHITE OR COLOR	$12.89	$12.89	$16.73	$16.73	$19.01	$23.59	$23.59	$22.69	$22.69
100# TAG - WHITE OR COLOR	$11.78	$11.78	$15.28	$15.28	$17.36	$21.54	$21.54	$24.39	$24.39
125# INDEX - WHITE OR COLOR	$14.20	$14.20	$18.33	$18.33	$20.89	$25.80	$25.80	$29.33	$29.33

CARBONLESS:

20# CB - WHITE	$8.40	$8.46	$8.46	$11.20	$11.20	$14.33	$14.33	$16.92	$16.92
26# CB - WHITE OR COLOR	$16.95	$17.08	$17.08	$22.62	$22.62	$28.95	$28.95	$34.18	$34.18
26# CB SAFETY - WHITE OR COLOR	$21.87	$22.03	$22.03	$29.18	29..18	$37.35	$37.35	$44.09	$44.09
105# TAG - WHITE OR COLOR	$28.55	$28.55	$32.01	$40.49	$40.84	$51.90	$51.90	$61.20	$61.20

SPECIAL PAPER/SPECIAL CARBON
PRICING EFFECTIVE
10/13/2003 THRU 06/20/2005

SP-03-0544 CUSTOM CONTINUOUS FORMS

SPECIAL PAPER/SPECIAL CARBON
PRICING EFFECTIVE
10/13/2003 THRU 06/20/2005

FORM DEPTH A: 3", 3 1/2", & 3 2/3"

NON PROCESSED	STRIPE - #8	DOUBLE FACE
BASIC FLAT	$55.00	$80.00
5 3/4 "	$0.72	$1.27
6 1/2"	$0.72	$1.27
8"	$0.72	$1.27
8 1/2"	$0.72	$1.27
9 1/2"	$0.88	$1.54
9 7/8"	$0.88	$1.54
10 5/8"	$0.94	$1.76
11"	$0.94	$1.76
11 3/4"	$1.05	$1.87
12 27/32"	$1.21	$2.15
13 5/8"	$1.21	$2.15
14 7/8"	$1.32	$2.31
15 1/2"	$1.32	$2.31
16"	$1.54	$2.64
16 3/4"	$1.54	$2.64
17 27/32"	$1.78	$3.04

FORM DEPTH B: 5 1/2" & 5 2/3"

NON PROCESSED	STRIPE - #8	DOUBLE FACE
BASIC FLAT	$55.00	$80.00
5 3/4 "	$0.99	$1.98
6 1/2"	$0.99	$1.98

8"	$0.99	$1.98
8 1/2"	$0.99	$1.98
9 1/2"	$1.21	$2.09
9 7/8"	$1.21	$2.09

FORM DEPTH C: 7" & 7 1/3"

NON PROCESSED	STRIPE - #8	DOUBLE FACE
BASIC FLAT	$55.00	$80.00
5 3/4 "	$1.27	$2.26
6 1/2"	$1.27	$2.26
8"	$1.27	$2.26
8 1/2"	$1.27	$2.26
9 1/2"	$1.98	$2.64
9 7/8"	$1.98	$2.64

FORM DEPTH D: 8 1/2"

NON PROCESSED	STRIPE - #8	DOUBLE FACE
BASIC FLAT	$55.00	$80.00
5 3/4 "	$1.43	$2.53
6 1/2"	$1.43	$2.53
8"	$1.43	$2.53
8 1/2"	$1.43	$2.53
9 1/2"	$1.71	$3.03
9 7/8"	$1.71	$3.03
10 5/8"	$1.87	$3.25

SPECIAL PAPER/SPECIAL CARBON
PRICING EFFECTIVE
10/13/2003 THRU 06/20/2005

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11"	$2.09	$3.74
11 3/4"	$2.09	$3.74
12 27/32"	$2.48	$4.29
13 5/8"	$2.48	$4.29
14 7/8"	$2.64	$4.68
15 1/2"	$2.64	$4.68
16"	$3.03	$5.28
16 3/4"	$3.03	$5.28
17 27/32"	$3.49	$6.08

SPECIAL PAPER/SPECIAL CARBON
PRICING EFFECTIVE
10/13/2003 THRU 06/20/2005

FORM DEPTH E: 11"

NON PROCESSED	STRIPE - #8	DOUBLE FACE
BASIC FLAT	$55.00	$80.00
5 3/4 "	$1.82	$3.19
6 1/2"	$1.82	$3.19
8"	$1.82	$3.19
8 1/2"	$1.82	$3.19
9 1/2"	$2.15	$3.80
9 7/8"	$2.15	$3.80
10 5/8"	$2.37	$4.07
11"	$2.37	$4.07
11 3/4"	$2.64	$4.68
12 27/32"	$3.08	$5.34
13 5/8"	$3.08	$5.34
14 7/8"	$3.30	$5.83

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15 1/2"	$3.30	$5.83
16"	$3.80	$6.60
16 3/4"	$3.80	$6.60
17 27/32"	$4.37	$7.59

SPECIAL PAPER/SPECIAL CARBON
PRICING EFFECTIVE
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SP-03-0544 CUSTOM CONTINUOUS FORMS

PRICING
EFFECTIVE 06/21/2005 THRU 06/14/2006

FORM DEPTH A: 3", 3 1/2", & 3 2/3"

OVERALL WIDTH	BASIC FLAT	PLATE CHARGE	BACK PRINT	1 PART	2 PART	3 PART	4 PART	5 PART	6 PART
5 3/4" carbon	$140.00	$50.00	$60.00	$1.65	$4.38	$7.12	$10.43	$13.16	$16.45
5 3/4" carbonless	$140.00	$50.00	$60.00		$5.19	$8.48	$11.78	$15.55	$19.32
6 1/2" carbon	$140.00	$50.00	$60.00	$1.65	$4.38	$7.12	$10.43	$13.16	$16.45
6 1/2" carbonless	$140.00	$50.00	$60.00		$5.19	$8.48	$11.78	$15.55	$19.32
8" carbon	$140.00	$50.00	$60.00	$1.65	$4.38	$7.12	$10.43	$13.16	$16.45
8" carbonless	$140.00	$50.00	$60.00		$5.19	$8.48	$11.78	$15.55	$19.32
8 1/2" carbon	$140.00	$50.00	$60.00	$1.65	$4.94	$8.22	$11.52	$14.81	$18.65
8 1/2" carbonless	$140.00	$50.00	$60.00		$5.66	$9.42	$13.19	$17.44	$21.68
9 1/2" carbon	$145.00	$50.00	$60.00	$2.19	$5.49	$8.77	$12.61	$15.90	$20.29
9 1/2" carbonless	$145.00	$50.00	$60.00		$6.13	$10.37	$14.61	$18.85	$23.56
9 7/8" carbon	$145.00	$50.00	$60.00	$2.19	$5.49	$8.77	$12.61	$15.90	$20.29
9 7/8" carbonless	$145.00	$50.00	$60.00		$6.13	$10.37	$14.61	$18.85	$23.56
10 5/8" carbon	$150.00	$50.00	$60.00	$2.19	$6.03	$9.33	$13.16	$16.99	$21.39
10 5/8" carbonless	$150.00	$50.00	$60.00		$6.60	$10.84	$15.55	$19.79	$24.97
11" carbon	$150.00	$50.00	$60.00	$2.19	$6.03	$10.43	$14.26	$18.65	$23.58
11" carbonless	$150.00	$50.00	$60.00		$7.07	$11.78	$16.96	$21.68	$27.33
11 3/4" carbon	$155.00	$50.00	$60.00	$2.19	$6.03	$10.43	$14.26	$18.65	$23.58
11 3/4" carbonless	$155.00	$50.00	$60.00		$7.07	$11.78	$16.96	$21.68	$27.33
12 27/32" carbon	$160.00	$50.00	$60.00	$2.74	$6.58	$10.97	$15.36	$20.29	$25.77
12 27/32" carbonless	$160.00	$50.00	$60.00		$7.54	$12.73	$18.38	$23.56	$30.15
13 5/8" carbon	$160.00	$50.00	$60.00	$2.74	$6.58	$10.97	$15.36	$20.29	$25.77
13 5/8" carbonless	$160.00	$50.00	$60.00		$7.54	$12.73	$18.38	$23.56	$30.15
14 7/8" carbon	$170.00	$50.00	$60.00	$2.74	$7.12	$12.06	$16.99	$21.39	$27.42
14 7/8" carbonless	$170.00	$50.00	$60.00		$8.02	$13.67	$19.79	$25.44	$32.51

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15 1/2" carbon	$170.00	$50.00	$60.00	$2.74	$7.12	$12.06	$16.99	$21.39	$27.42
15 1/2" carbonless	$170.00	$50.00	$60.00		$8.02	$13.67	$19.79	$25.44	$32.51
16" carbon	$175.00	$50.00	$60.00	$2.74	$7.68	$13.16	$18.09	$23.58	$30.16
16" carbonless	$175.00	$50.00	$60.00		$8.96	$15.08	$21.21	$27.80	$35.34
16 3/4" carbon	$175.00	$50.00	$60.00	$3.28	$7.68	$13.16	$18.09	$23.58	$30.16
16 3/4" carbonless	$175.00	$50.00	$60.00		$8.96	$15.08	$21.21	$27.80	$35.34
17 27/32" carbon	$185.00	$50.00	$60.00	$3.28	$8.77	$14.81	$20.83	$27.42	$34.54
17 27/32" carbonless	$185.00	$50.00	$60.00		$9.90	$17.44	$24.97	$32.04	$40.52

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FORM DEPTH B: 5 1/2" & 5 2/3"

OVERALL WIDTH	BASIC FLAT	PLATE CHARGE	BACK PRINT	1 PART	2 PART	3 PART	4 PART	5 PART	6 PART
5 3/4" carbon	$145.00	$50.00	$60.00	$2.74	$6.58	$10.97	$14.81	$19.74	$25.22
5 3/4" carbonless	$145.00	$50.00	$60.00		$7.54	$12.73	$17.90	$23.09	$29.69
6 1/2" carbon	$145.00	$50.00	$60.00	$2.74	$6.58	$10.97	$14.81	$19.74	$25.22
6 1/2" carbonless	$145.00	$50.00	$60.00		$7.54	$12.73	$17.90	$23.09	$29.69
8" carbon	$145.00	$50.00	$60.00	$2.74	$7.12	$11.52	$15.36	$20.29	$25.77
8" carbonless	$145.00	$50.00	$60.00		$7.54	$12.73	$17.90	$23.09	$29.69
8 1/2" carbon	$145.00	$50.00	$60.00	$2.74	$7.12	$11.52	$15.36	$20.29	$25.77
8 1/2" carbonless	$145.00	$50.00	$60.00		$8.02	$13.19	$18.38	$23.56	$30.15
9 1/2" carbon	$150.00	$50.00	$60.00	$2.74	$7.68	$12.06	$16.99	$21.93	$27.96
9 1/2" carbonless	$150.00	$50.00	$60.00		$8.48	$14.14	$19.79	$25.44	$32.51
9 7/8" carbon	$150.00	$50.00	$60.00	$2.74	$7.68	$12.06	$16.99	$21.93	$27.96
9 7/8" carbonless	$150.00	$50.00	$60.00		$8.48	$14.14	$19.79	$25.44	$32.51

FORM DEPTH C: 7" & 7 1/3"

OVERALL WIDTH	BASIC FLAT	PLATE CHARGE	BACK PRINT	1 PART	2 PART	3 PART	4 PART	5 PART	6 PART
5 3/4" carbon	$145.00	$50.00	$60.00	$3.28	$8.22	$13.71	$19.20	$25.22	$32.36
5 3/4" carbonless	$145.00	$50.00	$60.00		$9.90	$15.55	$23.56	$29.69	$37.69
6 1/2" carbon	$145.00	$50.00	$60.00	$3.28	$8.22	$13.71	$19.20	$25.22	$32.36
6 1/2" carbonless	$145.00	$50.00	$60.00		$9.90	$16.50	$23.56	$29.69	$37.69
8" carbon	$145.00	$50.00	$60.00	$3.28	$8.77	$14.26	$19.74	$25.22	$32.36
8" carbonless	$145.00	$50.00	$60.00		$9.90	$16.50	$23.56	$29.69	$37.69
8 1/2" carbon	$145.00	$50.00	$60.00	$3.28	$8.77	$14.26	$19.74	$25.77	$32.91
8 1/2" carbonless	$145.00	$50.00	$60.00		$10.37	$16.96	$24.04	$30.15	$38.17
9 1/2" carbon	$150.00	$50.00	$60.00	$3.28	$9.33	$15.36	$21.93	$27.96	$35.64

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9 1/2" carbonless	$150.00	$50.00	$60.00		$10.84	$17.90	$25.44	$32.98	$41.46
9 7/8" carbon	$150.00	$50.00	$60.00	$3.28	$9.33	$15.36	$21.93	$27.96	$35.64
9 7/8" carbonless	$150.00	$50.00	$60.00		$10.84	$17.90	$25.44	$32.98	$41.46

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PRICING
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FORM DEPTH D: 8 1/2"

OVERALL WIDTH	BASIC FLAT	PLATE CHARGE	BACK PRINT	1 PART	2 PART	3 PART	4 PART	5 PART	6 PART
5 3/4" carbon	$150.00	$50.00	$60.00	$3.28	$9.33	$15.90	$21.93	$28.51	$36.74
5 3/4" carbonless	$150.00	$50.00	$60.00		$11.31	$18.85	$26.39	$33.93	$43.35
6 1/2" carbon	$150.00	$50.00	$60.00	$3.28	$9.33	$15.90	$21.93	$28.51	$36.74
6 1/2" carbonless	$150.00	$50.00	$60.00		$11.31	$18.85	$26.39	$33.93	$43.35
8" carbon	$150.00	$50.00	$60.00	$3.84	$9.87	$16.45	$22.48	$29.07	$37.29
8" carbonless	$150.00	$50.00	$60.00		$11.78	$19.32	$26.86	$34.40	$43.82
8 1/2" carbon	$150.00	$50.00	$60.00	$3.84	$9.87	$16.45	$22.48	$29.07	$37.29
8 1/2" carbonless	$150.00	$50.00	$60.00		$11.78	$19.32	$26.86	$34.40	$43.82
9 1/2" carbon	$155.00	$50.00	$60.00	$3.84	$10.97	$18.09	$24.67	$31.80	$40.58
9 1/2" carbonless	$155.00	$50.00	$60.00		$12.25	$20.73	$28.75	$37.23	$47.12
9 7/8" carbon	$155.00	$50.00	$60.00	$3.84	$10.97	$18.09	$24.67	$31.80	$40.58
9 7/8" carbonless	$155.00	$50.00	$60.00		$12.25	$20.73	$28.75	$37.23	$47.12
10 5/8" carbon	$160.00	$50.00	$60.00	$3.84	$11.52	$18.65	$26.32	$34.00	$43.32
10 5/8" carbonless	$160.00	$50.00	$60.00		$12.73	$21.68	$30.63	$39.58	$49.96
11" carbon	$160.00	$50.00	$60.00	$4.38	$12.61	$20.83	$28.51	$36.74	$46.60
11" carbonless	$160.00	$50.00	$60.00		$13.67	$24.04	$33.46	$43.35	$54.67
11 3/4" carbon	$165.00	$50.00	$60.00	$4.38	$12.61	$20.83	$28.51	$36.74	$46.60
11 3/4" carbonless	$165.00	$50.00	$60.00		$13.67	$24.04	$33.46	$43.35	$54.67
12 27/32" carbon	$170.00	$50.00	$60.00	$4.94	$13.16	$22.48	$31.26	$40.03	$51.54
12 27/32" carbonless	$170.00	$50.00	$60.00		$15.08	$25.92	$36.29	$47.59	$59.85
13 5/8" carbon	$175.00	$50.00	$60.00	$4.94	$13.16	$22.48	$31.26	$40.03	$51.54
13 5/8" carbonless	$175.00	$50.00	$60.00		$15.08	$25.92	$36.29	$47.59	$59.85
14 7/8" carbon	$180.00	$50.00	$60.00	$4.94	$14.26	$24.13	$33.45	$43.32	$55.38
14 7/8" carbonless	$180.00	$50.00	$60.00		$15.55	$27.33	$39.11	$51.36	$65.03

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15 1/2" carbon	$185.00	$50.00	$60.00	$4.94	$14.26	$24.13	$33.45	$43.32	$55.38
15 1/2" carbonless	$185.00	$50.00	$60.00		$15.55	$27.33	$39.11	$51.36	$65.03
16" carbon	$190.00	$50.00	$60.00	$5.49	$15.36	$25.77	$36.74	$47.15	$60.31
16" carbonless	$190.00	$50.00	$60.00		$17.44	$30.15	$42.88	$55.61	$70.69
16 3/4" carbon	$190.00	$50.00	$60.00	$5.49	$15.36	$25.77	$36.74	$47.15	$60.31
16 3/4" carbonless	$190.00	$50.00	$60.00		$17.44	$30.15	$42.88	$55.61	$70.69
17 27/32" carbon	$195.00	$50.00	$60.00	$6.58	$17.55	$29.61	$42.22	$54.29	$69.64
17 27/32" carbonless	$195.00	$50.00	$60.00		$20.26	$34.87	$49.48	$64.09	$81.51

PRICING
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FORM DEPTH E: 11"

OVERALL WIDTH	BASIC FLAT	PLATE CHARGE	BACK PRINT	1 PART	2 PART	3 PART	4 PART	5 PART	6 PART
5 3/4" carbon	$150.00	$50.00	$60.00	$3.84	$12.06	$19.74	$27.96	$36.19	$46.06
5 3/4" carbonless	$150.00	$50.00	$60.00		$14.14	$23.56	$32.98	$42.88	$54.19
6 1/2" carbon	$150.00	$50.00	$60.00	$3.84	$12.06	$19.74	$27.96	$36.19	$46.06
6 1/2" carbonless	$150.00	$50.00	$60.00		$14.14	$23.56	$32.98	$42.88	$54.19
8" carbon	$150.00	$50.00	$60.00	$4.38	$12.61	$20.29	$28.51	$36.74	$46.60
8" carbonless	$150.00	$50.00	$60.00		$14.61	$24.04	$33.46	$43.35	$54.67
8 1/2" carbon	$150.00	$50.00	$60.00	$4.38	$12.61	$20.29	$28.51	$36.74	$46.60
8 1/2" carbonless	$150.00	$50.00	$60.00		$14.61	$24.04	$33.46	$43.35	$54.67
9 1/2" carbon	$155.00	$50.00	$60.00	$4.94	$13.71	$22.48	$31.26	$40.03	$51.00
9 1/2" carbonless	$155.00	$50.00	$60.00		$15.08	$25.44	$36.29	$46.65	$58.90
9 7/8" carbon	$155.00	$50.00	$60.00	$4.94	$13.71	$22.48	$31.26	$40.03	$51.00
9 7/8" carbonless	$155.00	$50.00	$60.00		$15.08	$25.44	$36.29	$46.65	$58.90
10 5/8" carbon	$160.00	$50.00	$60.00	$4.94	$14.26	$23.58	$32.91	$42.22	$53.74
10 5/8" carbonless	$160.00	$50.00	$60.00		$16.02	$27.33	$38.17	$49.96	$62.67
11" carbon	$160.00	$50.00	$60.00	$4.94	$14.26	$23.58	$32.91	$42.22	$53.74
11" carbonless	$160.00	$50.00	$60.00		$16.02	$27.33	$38.17	$49.96	$62.67
11 3/4" carbon	$165.00	$50.00	$60.00	$5.49	$15.36	$25.77	$35.64	$46.06	$58.68
11 3/4" carbonless	$165.00	$50.00	$60.00		$17.44	$29.69	$41.94	$54.19	$68.32
12 27/32" carbon	$170.00	$50.00	$60.00	$5.74	$16.45	$27.96	$38.93	$50.45	$64.15
12 27/32" carbonless	$170.00	$50.00	$60.00		$18.85	$32.04	$45.71	$59.38	$74.92
13 5/8" carbon	$175.00	$50.00	$60.00	$6.03	$16.45	$27.96	$38.93	$50.45	$64.15
13 5/8" carbonless	$175.00	$50.00	$60.00		$18.85	$32.04	$45.71	$59.38	$74.92
14 7/8" carbon	$180.00	$50.00	$60.00	$6.03	$18.09	$30.16	$41.67	$54.29	$69.09
14 7/8" carbonless	$180.00	$50.00	$60.00		$19.79	$34.40	$49.00	$64.09	$81.05

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FORM DEPTH A; 3", 3 1/2", 3 2/3"

PAPER DISCRIPTION:	5 3/4" & 6 1/2"	8" & 8 1/2"	9 1/2" & 9 7/8"	10 5/8 & 11"	11 3/4"	12 27/32" & 13 5/8"	14 7/8"	15 1/2", 16", 16 3/4"	17 27/32"
11# OPAQUE, WHITE OR COLOR	$0.98	$0.98	$1.23	$1.84	$1.96	$2.37	$2.43	$2.43	$2.80
20# BOND - #4 WHITE	$0.67	$0.67	$0.81	$0.88	$0.94	$1.08	$1.21	$1.21	$1.56
20# BOND - #4 COLORS	$1.44	$1.44	$1.69	$2.43	$2.50	$3.04	$3.10	$3.10	$3.89
20# OCR - WHITE	$1.77	$1.77	$2.05	$2.27	$2.44	$2.78	$3.07	$3.47	$3.99
20# 25% RAG BOND, #4	$5.61	$5.61	$6.69	$8.57	$8.71	$10.52	$10.87	$11.81	$13.59
24# LEDGER, WHITE OR COLOR	$2.10	$2.10	$2.43	$2.70	$2.91	$3.31	$3.64	$4.12	$4.75
24# OCR - WHITE	$2.10	$2.10	$2.43	$2.70	$2.91	$3.31	$3.64	$4.12	$4.75
24# SAFETY, WHITE OR COLOR, BOISE CASCADE CHECK PROTECT OR EQUAL	$3.07	$3.07	$3.99	$5.26	$5.34	$6.21	$6.34	$7.29	$8.39
24# MICR, WHITE OR COLOR, BOISE CASCADE CHECK PROTECT OR EQUAL	$2.10	$2.10	$2.43	$2.70	$2.91	$3.31	$3.64	$4.12	$4.75
28# LEDGER - WHITE OR COLOR	$3.50	$3.50	$4.16	$5.42	$5.48	$6.70	$6.81	$6.92	$7.96
32# LEDGER - WHITE OR COLOR	$5.31	$5.31	$6.89	$8.03	$8.18	$10.02	$10.16	$11.38	$13.10
90# INDEX - WHITE OR COLOR	$6.31	$6.31	$7.36	$8.21	$8.70	$9.83	$10.78	$12.32	$14.17
100# TAG - WHITE OR COLOR	$5.79	$5.79	$6.76	$7.54	$7.99	$9.04	$9.92	$11.32	$13.03
125# INDEX - WHITE OR COLOR	$6.94	$6.94	$8.08	$8.82	$9.56	$10.87	$11.92	$13.22	$15.21
CARBONLESS:									
20# CB - WHITE	$3.67	$3.67	$4.06	$5.30	$5.41	$6.74	$6.89	$7.09	$8.15
26# CB - WHITE OR COLOR	$7.72	$7.72	$8.72	$11.08	$11.21	$14.16	$14.30	$15.03	$17.29
26# CB SAFETY - WHITE OR COLOR	$9.96	$9.96	$11.26	$14.30	$14.46	$18.27	$18.45	$19.39	$22.31

105# TAG - WHITE OR COLOR	$13.02	$13.02	$14.59	$18.44	$18.59	$23.39	$24.22	$23.62	$27.16

FORM DEPTH B; 5 1/2" & 5 2/3"

PAPER DISCRIPTION:	5 3/4" & 6 1/2"	8" & 8 1/2"	9 1/2" & 9 7/8"
11# OPAQUE, WHITE OR COLOR	$1.55	$1.55	$1.75
20# BOND - #4 WHITE	$0.94	$0.94	$1.15
20# BOND - #4 COLORS	$1.89	$1.89	$2.29
20# OCR - WHITE	$3.02	$3.02	$3.50
20# 25% RAG BOND, #4	$7.69	$7.69	$9.18
24# LEDGER, WHITE OR COLOR	$3.02	$3.02	$3.50
24# OCR - WHITE	$2.91	$2.91	$3.37
24# SAFETY, WHITE OR COLOR, BOISE CASCADE CHECK PROTECT OR EQUAL	$4.76	$4.76	$5.67
24# MICR, WHITE OR COLOR, BOISE CASCADE CHECK PROTECT OR EQUAL	$2.91	$2.91	$3.37
28# LEDGER - WHITE OR COLOR	$4.82	$4.82	$5.70
32# LEDGER - WHITE OR COLOR	$7.30	$7.30	$8.66
90# INDEX - WHITE OR COLOR	$8.77	$8.77	$10.19
100# TAG - WHITE OR COLOR	$7.99	$7.99	$9.30
125# INDEX - WHITE OR COLOR	$9.56	$9.56	$11.10

CARBONLESS:

20# CB - WHITE	$5.19	$5.19	$6.01

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26# CB - WHITE OR COLOR	$10.99	$10.99	$12.38
26# CB SAFETY - WHITE OR COLOR	$14.19	$14.19	$15.98
105# TAG - WHITE OR COLOR	$18.49	$18.49	$20.71

Special Papers/Special Carbons Pricing
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FORM DEPTH C; 7" & 7 1/3"

PAPER DISCRIPTION:	5 3/4" & 6 1/2"	8" & 8 1/2"	9 1/2" & 9 7/8"
11# OPAQUE, WHITE OR COLOR	$1.69	$1.69	$2.43
20# BOND - #4 WHITE	$1.21	$1.21	$1.42
20# BOND - #4 COLORS	$2.43	$2.43	$2.97
20# OCR - WHITE	$3.64	$3.64	$4.20
20# 25% RAG BOND, #4	$9.85	$9.85	$11.68
24# LEDGER, WHITE OR COLOR	$3.64	$3.64	$4.26
24# OCR - WHITE	$3.64	$3.64	$4.26
24# SAFETY, WHITE OR COLOR, BOISE CASCADE CHECK PROTECT OR EQUAL	$5.88	$5.88	$7.02
24# MICR, WHITE OR COLOR, BOISE CASCADE CHECK PROTECT OR EQUAL	$3.64	$3.64	$4.26
28# LEDGER - WHITE OR COLOR	$6.08	$6.08	$7.25
32# LEDGER - WHITE OR COLOR	$9.26	$9.26	$10.98
90# INDEX - WHITE OR COLOR	$11.16	$11.16	$12.89
100# TAG - WHITE OR COLOR	$10.17	$10.17	$11.75
125# INDEX - WHITE OR COLOR	$12.17	$12.17	$14.20

CARBONLESS:

20# CB - WHITE	$6.40	$6.40	$10.92
26# CB - WHITE OR COLOR	$13.56	$13.56	$15.24
26# CB SAFETY - WHITE OR COLOR	$17.49	$17.49	$19.65
105# TAG - WHITE OR COLOR	$22.73	$22.73	$25.46

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FORM DEPTH D; 8 1/2"

PAPER DISCRIPTION:	5 3/4" & 6 1/2"	8" & 8 1/2"	9 1/2" & 9 7/8"	10 5/8 & 11"	11 3/4"	12 27/32" & 13 5/8"	14 7/8"	15 1/2", 16", 16 3/4"	17 27/32"
11# OPAQUE, WHITE OR COLOR	$1.96	$1.96	$2.43	$3.64	$3.91	$4.72	$4.86	$5.13	$5.90
20# BOND - #4 WHITE	$1.42	$1.42	$1.62	$1.75	$1.89	$2.16	$2.43	$2.70	$3.10
20# BOND - #4 COLORS	$2.83	$2.83	$3.37	$4.93	$4.99	$6.15	$6.21	$6.69	$7.69
20# OCR - WHITE	$4.18	$4.18	$4.86	$5.34	$5.80	$6.55	$7.23	$8.23	$9.47
20# 25% RAG BOND, #4	$11.20	$11.20	$13.30	$17.14	$17.41	$21.05	$21.59	$23.55	$27.08
24# LEDGER, WHITE OR COLOR	$4.18	$4.18	$4.86	$5.34	$5.80	$6.55	$7.23	$8.23	$9.47
24# OCR - WHITE	$4.18	$4.18	$4.86	$5.34	$5.80	$6.55	$7.23	$8.23	$9.47
24# SAFETY, WHITE OR COLOR, BOISE CASCADE CHECK PROTECT OR EQUAL	$7.42	$7.42	$7.96	$10.46	$10.66	$12.49	$12.62	$14.57	$16.77
24# MICR, WHITE OR COLOR, BOISE CASCADE CHECK PROTECT OR EQUAL	$4.18	$4.18	$4.86	$5.34	$5.80	$6.55	$7.23	$8.23	$9.47
28# LEDGER - WHITE OR COLOR	$6.97	$6.97	$8.29	$10.79	$10.95	$13.38	$13.55	$13.82	$15.91
32# LEDGER - WHITE OR COLOR	$10.57	$10.57	$12.54	$16.16	$16.35	$20.03	$20.30	$23.17	$26.18
90# INDEX - WHITE OR COLOR	$12.70	$12.70	$14.82	$16.66	$17.52	$19.92	$21.72	$24.82	$28.53

100# TAG - WHITE OR COLOR	$11.58	$11.58	$13.51	$15.19	$15.96	$18.17	$19.82	$22.63	$26.03
125# INDEX - WHITE OR COLOR	$13.87	$13.87	$16.17	$17.55	$19.10	$21.71	$23.76	$26.37	$30.34

CARBONLESS:

20# CB - WHITE	$7.33	$7.33	$8.13	$10.61	$10.75	$13.48	$13.78	$14.13	$16.25
26# CB - WHITE OR COLOR	$15.44	$15.44	$17.39	$22.15	$22.42	$28.31	$28.59	$30.00	$34.51
26# CB SAFETY - WHITE OR COLOR	$19.92	$19.92	$22.43	$28.57	$28.92	$36.53	$36.88	$38.70	$44.52
105# TAG - WHITE OR COLOR	$25.99	$25.99	$29.16	$36.86	$37.15	$47.07	$47.22	$47.37	$54.47

FORM DEPTH E: 11"

PAPER DISCRIPTION:	5 3/4" & 6 1/2"	8" & 8 1/2"	9 1/2" & 9 7/8"	10 5/8 & 11"	11 3/4"	12 27/32" & 13 5/8"	14 7/8"	15 1/2", 16", 16 3/4"	17 27/32"
11# OPAQUE, WHITE OR COLOR	$2.43	$2.43	$3.04	$4.59	$4.86	$5.88	$6.07	$6.42	$7.38
20# BOND - #4 WHITE	$1.23	$1.23	$1.23	$1.23	$1.45	$1.52	$1.52	$2.05	$2.05
20# BOND - #4 COLORS	$3.50	$3.50	$4.23	$6.15	$6.27	$7.68	$7.80	$8.35	$9.62
20# OCR - WHITE	$5.24	$5.24	$6.11	$6.67	$7.26	$8.21	$9.02	$10.32	$11.87
20# 25% RAG BOND, #4	$14.03	$14.03	$16.65	$21.45	$21.77	$26.31	$27.01	$29.45	$33.88
24# LEDGER, WHITE OR COLOR	$5.24	$5.24	$6.11	$6.67	$7.26	$8.21	$9.02	$10.32	$11.87
24# OCR - WHITE	$5.24	$5.24	$6.11	$6.67	$7.26	$8.21	$9.02	$10.32	$11.87
24# SAFETY, WHITE OR COLOR, BOISE CASCADE CHECK PROTECT OR EQUAL	$8.39	$8.39	$9.96	$13.09	$13.36	$15.59	$15.79	$18.22	$20.95
24# MICR, WHITE OR COLOR, BOISE CASCADE CHECK PROTECT OR EQUAL	$5.24	$5.24	$6.11	$6.67	$7.26	$8.21	$9.02	$10.32	$11.87
28# LEDGER - WHITE OR COLOR	$8.99	$8.99	$11.60	$11.60	$13.28	$16.33	$16.33	$18.53	$18.53

Special Papers/Special Carbons Pricing

Effective 06/21/2005 thru 06/14/2006

32# LEDGER - WHITE OR COLOR	$13.26	$13.26	$17.16	$17.16	$19.50	$24.30	$24.30	$27.29	$27.29
90# INDEX - WHITE OR COLOR	$15.81	$15.81	$20.52	$20.52	$23.32	$28.94	$28.94	$27.83	$27.83
100# TAG - WHITE OR COLOR	$14.45	$14.45	$18.74	$18.74	$21.29	$26.42	$26.42	$29.92	$29.92
125# INDEX - WHITE OR COLOR	$17.42	$17.42	$22.48	$22.48	$25.63	$31.65	$31.65	$35.98	$35.98

CARBONLESS:

20# CB - WHITE	$9.58	$9.65	$9.65	$12.77	$12.77	$16.34	$16.34	$19.29	$19.29
26# CB - WHITE OR COLOR	$19.33	$19.48	$19.48	$25.79	$25.79	$33.01	$33.01	$38.98	$38.98
26# CB SAFETY - WHITE OR COLOR	$24.94	$25.12	$25.12	$33.28	#VALUE!	$42.59	$42.59	$50.28	$50.28
105# TAG - WHITE OR COLOR	$32.56	$32.56	$36.50	$46.17	$46.57	$59.18	$59.18	$69.79	$69.79