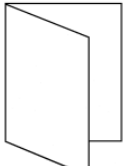


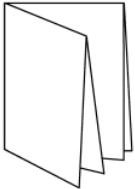
Folding options



HALF FOLD

Half Fold

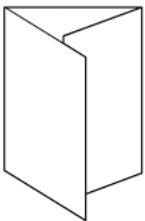
The simplest type of fold commonly used for covers, simple four page brochures and signatures. When folding items printed on cover stock the paper would be required to be scored before folding.



RIGHT ANGLE FOLD

Right Angle Fold

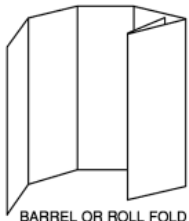
A fold used for publications with multiple signatures that can then be gathered and bound together to form the whole. This fold is also used for single eight page standard size or sixteen page digest size publications.



LETTER FOLD

Letter Fold

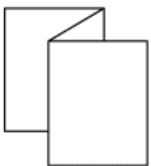
The letter fold is also called a tri-fold, and in addition to letters is commonly used for brochures. When folding items printed on cover stock the paper would be required to be scored before folding.



BARREL OR ROLL FOLD

Roll Fold

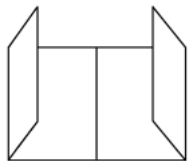
The roll fold is sometimes used for fold out brochures. This type of fold can also be used for a magazine fold out. When folding items printed on cover stock the paper would be required to be scored before folding.



ACCORDION OR Z-FOLD

Z-Fold

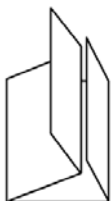
The z-fold can be used for brochures or as an alternative to the letter fold. When folding items printed on cover stock the paper would be required to be scored before folding.



GATE FOLD

Gate Fold

Gate folds can be used for special magazine fold outs and for brochures. When folding items printed on cover stock the paper would be required to be scored before folding.



DOUBLE PARALLEL FOLD

Double Barrel Fold

A fold that is sometimes used for brochures. When folding items printed on cover stock the paper would be required to be scored before folding.