

Copresco offers a different solution...

The How, Why and Wherefore of Overs and Unders

Have you ever ordered a printing job and didn't get the quantity you wanted? That's probably the result of an "overs-and-unders" practice.

Industry Custom

The reason behind this is the custom in the traditional printing industry to ship up to 10% over or 10% under the quantity ordered. There is a good reason for the long-standing practice. The conventional printing process isn't an exact science.

For example, consider what's involved in printing 1,000 full-color brochures. The job will require quite a few sheets for makeready and proofing, perhaps as many as needed for the whole print run! Additionally, you must allow for spoilage in the bindery process.

Getting What You Want

Some companies—most notably forms printers—use overs as a license to print and bill 110% of the amount you ordered as a normal procedure.

Copresco is different. With our state-of-the-art digital printing processes, it's much easier to deliver the quantity you request. If you order 676 looseleaf books, we program our Docutechs to produce 676 copies.

Some bindery processes still require allowances for spoilage. For example, saddle bound and perfect bound books printed on-demand must still go through standard bindery operations.

In fact, spoilage as a percentage of the total run tends to be higher with on-demand printing. That's because the press runs are smaller. In the bindery setup process, you can get the same amount of spoiled sheets for 50 books as you will for a run of 1,000.

Inside Tips

Here are tips to ensure you get the quantities you need from Copresco.

1. Understand that 10% over or under means that you can theoretically get anywhere from 450 to 550 books for a 500 unit order.

Copresco will get as close as possible to the total amount you ordered. This way, you'll have enough copies for your project needs and not short-suit your inventory or distribution.

2. If you're providing job components to us (i.e., binders, tabs, covers), be sure to allow for spoilage in each assembly operation.

We won't be able to deliver the required quantity if you don't provide sufficient amounts of all the components.

3. Save yourself time and trouble—let Copresco handle your job from start to finish, including black & white and color digital printing, tabs, binding and finishing.

If you have questions on any facet of our digital printing process, please call or send us an e-mail message. Copresco's experienced staff is here to help you.

So when you need help with books and manuals—or assistance with any digital printing issue—call the company that has the technical

resources to solve your problem. Call Copresco.

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The Official Word

Here's a direct quote on overs and unders from the *Graphic Communications Trade Customs and Business Practices*, 1994.

"Over-runs or Under-runs: Over-runs or under-runs will not exceed 10 percent of the quantity ordered. The provider will bill for actual quantity delivered within this tolerance.

If the customer requires a guaranteed quantity, the percentage of tolerance must be stated at the time of quotation."

To review the whole document, visit the website listed below.

For Mac Users Only

Are you planning to upgrade to Mac OS X? Copresco is conducting an informal survey about the prospects.

Please take a minute or two to complete the survey on our website.

Internet Addresses Mentioned In This Issue

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Go To: <http://www.copresco.com> What's Related

For a review of printing industry trade customs, visit:
www.gain.org/servlet/gateway/business_solutions/trade_customs.html

To tell us your plans for OS X, point your web browser to:
www.copresco.com/vote2.htm

To donate to Sept. 11 disaster relief, go to:
www.helping.org

Connect: Looking up host: www.copresco.com...

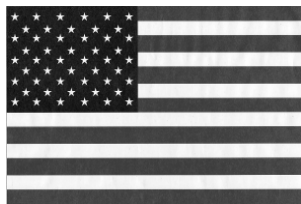


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For the cannibal's fiftieth birthday, his friends got together and had a celebrity roast.

~ ~

Q: Why don't they have music at the skeleton's church?

A: No organs.

~ ~

A cement mixer collided with a prison van. Police are



looking for hardened criminals.

~ ~

The psychology professor was quizzing his students. "What would you call someone who walks back and forth laughing and yelling one minute, and then suddenly drops into a chair weeping the next?"

One answered, "Coach."

~ ~

Q: How many altos does it take to change a light bulb?

A: None. They can't get that high.

Walt Garrison, former Dallas Cowboys running back, was asked if stone-faced coach Tom Landry ever smiled. "I don't know," he answered. "I only played there nine years."

~ ~

Linemen were busy putting up telephone poles when a farmer ordered them off his land. They showed him a paper giving them the right to plant poles wherever they pleased.

Not long afterward the farmer heard screaming and yelling, and looked out to



find the workers up a tree, trapped by an angry bull. The farmer yelled from the fence, "Show him your papers!"

~ ~

Q: What's E.T. short for?

A: Because he has little legs.

~ ~

Worry often gives a small thing a large shadow.

A lady was having a terrible day at the roulette tables in Vegas. As she got down to her last fifty dollars she exclaimed, "What in the



world should I do?"

"When I don't know what to do," a man next to her offered, "I always bet my age."

He walked away, but seconds later a commotion at the roulette table brought him back. Thinking maybe she had won, he found the woman passed out on the floor. "What happened?" he asked the table operator.

"I don't know," the man said. "She put all her money on 29, and when 36 came up, she fainted!"

~ ~

"Grandpa, do you mind if I play the piano?" little Raymond asked.

"Of course not! I love music," Grandpa exclaimed. "Why, when Grandma and I

were younger, music saved my life."

"Really? What happened?"

"During the famous Johnstown flood," Grandpa explained, "water hit our house and knocked it right off the foundation. Grandma got on the dining room table and floated out safely."

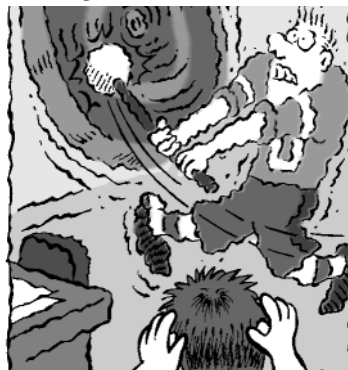
"What happened to you?"

"Me?" He continued,

"Why, I accompanied her on the piano."

~ ~

A newly arrived college boy was proudly showing off his apartment to friends. Pointing to a giant brass gong, he said, "That's my talking clock."



"How does it work?" asked his pals in awe.

"Try it!" he offered. One of the friends picked up the mallet and whacked the gong, producing an ear-splitting boooooonng.

Immediately, a voice on the other side of the wall cried out, "Shut up, you idiot! Don't you know it's two in the morning?!"