

- d. Weight: not more than 3 ounces.
- e. Aspect ratio: within 1.3 to 2.5 (see 201.3.1).

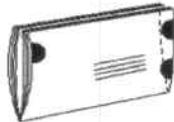


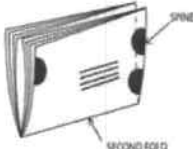
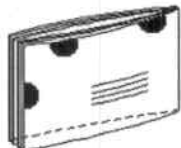
3.15.4 Booklet Design and Sealing

[Revise text of 3.15.4 as follows:]

The position of the final fold and intermediate fold (or spine) for letter-sized booklets varies according to the specific

design of the mailpiece. Open edges can be sealed with tabs, glue lines, or glue spots. Tabs used as seals on small booklets (those between 3 1/2 and 5 inches high) may be placed closer to the top and bottom edges than shown in exhibit 3.15.4, and may overlap in some cases. See exhibit 3.15.4 for design and sealing standards.

Exhibit 3.15.4 Booklet Design

| If the spine or final fold is... | | with length | cover stock | and sealing | then tab in these locations: | |
|----------------------------------|---|--|---------------------------|-------------|------------------------------------|---|
| Simple Spine |  | Spine or final fold on the bottom (longer) edge | 5" to 9" long | 50-pound | Three 1.5" nonperforated tabs | Two tabs on leading edge; one tab on trailing edge. Position lower leading tab 0.5" from the bottom edge. Position upper tabs within 1" from the top edge. |
| | | | Over 9", up to 10.5" long | 60-pound | | |
| Simple Spine |  | Spine on bottom (longer) edge, extended front cover folded to create a nonperforated inner flap sealed within top (upper) edge | 5" to 9.5" long | 80-pound | Continuous glue line or glue spots | Perfect bound or saddle stitched, with a continuous glue line along flap preferred, minimum 1" glue spots acceptable if placed within 3/4" of right and left edges. |
| | | | | | | |
| Simple Spine |  | Spine on the bottom (longer) edge; cover extends no more than 1/2" beyond inner pages | 5" to 9.5" long | 80-pound | Continuous glue line or glue spots | Perfect bound or saddle stitched with a continuous glue line along the 1/2" cover overhang preferred, minimum 1" glue spots acceptable if placed within 3/4" of right and left edges. |
| | | | | | | |
| Folded |  | Final fold on the bottom (longer) edge, with the folded spine on the leading or trailing (shorter) edge | 5" to 10.5" long | 40-pound | Three 1.5" nonperforated tabs | Two tabs on leading edge; one tab on trailing edge. Position lower leading tab 0.5" from the bottom edge. Position upper tabs within 1" from the top edge. |
| | | | | | | |
| Oblong |  | Spine on the leading (shorter) edge | 5" to 9" long | 60-pound | Three 1.5" nonperforated tabs | Two tabs on top edge; one tab on trailing edge. Position top tabs 1" from left and right edge. Position trailing tab in the middle. |
| | | | Over 9", up to 10.5" long | 70-pound | | |

* * * * *

[Renumber current 3.14.3 as new 3.16.]