



**Inserting:**

Minimum size envelope: 6" x 3 1/4"

Maximum size envelope: 9" x 12"

Minimum size insert: 3" x 5 1/2"

Maximum size insert: 8 1/2" x 11 1/2"

Thickness of insert: up to 1/4"

- Up to 6 inserts (pockets on inserter)
- Coupon type single sheet inserts can be inserted in quantities of more than six providing that proper hole placement and pre-collation has been performed prior to the inserting process.
- Production speeds vary depending on size, number of inserts, and stock types but range between 1,500 and 7,000 per hour.
- The capability exists for in line ink jetting, metering, and affixing paper stamps.
- Match inserting of up to two matching inserts into a window envelope or ink jetting the corresponding address onto the envelope can also be performed.
- The limitations are that we must control the print and be able to incorporate a small 2D (Data Matrix) bar code on the insert pieces.

**Ink Jetting:**

Minimum size: 3" x 5"

Maximum size: 17" x 16"

Minimum thickness: card stock .007"

Maximum thickness: 5/8"

- Production speeds vary from 1,500 to 30,000 per hour depending on size, thickness, stock type, and coating of stock.
- Our capabilities range from address imprint, up to and including indicia and multi-colored graphics, such as maps or logos, and and personalized teasers.
- Three inches of simultaneous print allow us to print the address, indicia, and graphics in one pass.
- Other capabilities include many different font types from which to choose, and in line heat to assist the drying of ink on coated stock.
- There are 21 "off the shelf" ink colors available, along with custom mixing of any PMS for a reasonable sur-charge.
- We have the capability of ink jetting in line with the inserting process, and tabbing in line with the ink jetting process.

**Folding:**

Minimum size: 5" x 5"

Maximum size: 20" x 32"

- Types of folds: half fold, letter fold, Z-fold, right angle fold.
- Our capabilities include in line folding with the inserting process with nesting capabilities.

**Saddle Stitching:**

Minimum sheet size: 4 3/4" x 7"

Maximum sheet size: 13 1/2" x 19 1/2"

Minimum finished size: 3 1/2" x 4 3/4"

Maximum finished size: 9 3/4" x 13 1/2"

- Up to 10 signatures (flat sheets) collated, stitched, folded, and trimmed in one pass of machine. The number of signatures can increase by pre-collating and hand feeding to approximately 20 depending on stock type.
- Production speeds can vary from 1,000 to 3,500 per hour depending on the number of signatures and stock type.

**Collating:**

Minimum size: 6" x 6"

Maximum size: 13 1/2" x 19 1/2"

- Up to 10 signatures (flat sheets) collated with or without stapling in one pass of machine. The number can increase by pre-collating and hand feeding to approximately 20 signatures.
- Production speeds can vary from 1,000 to 3500 per hour depending on the number of signatures and stock type.
- Collates up to 10

**Tabbing:**

Minimum size: 3" x 5"

Maximum size: 11" x 14"

Thickness: Single sheet up to .18"

Minimum tab size: .75" round

Maximum tab size: 2.0" round

**Type of tab:**

Opaque, clear or plain paper

- Production speeds vary depending on size and condition of stock and if run in-line with other equipment, but can reach up to 30,000 per hour.
- Machine can also apply pressure sensitive stamps and labels.

**Maximum speed:**

8 1/2" x 11" flat sheets — 8,000 per hour.

11" x 17" flat sheets — 5,000 per hour.

www.tgidirect.com • 1-800-337-2237