

4) SHELF READY PROCESSING

Complete this section only if your order calls for shelf ready processing.

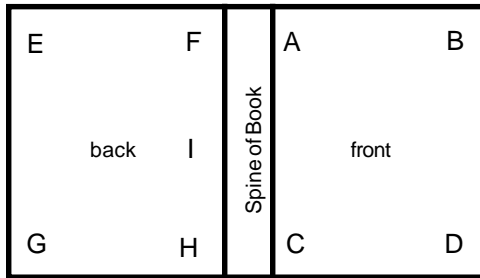
BARCODE LABEL LOCATION

Barcode labels to be

attached **

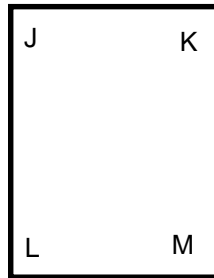
not attached

** If barcode labels are to be attached, indicate desired position(s) of barcode label(s) by circling appropriate letter(s) below.

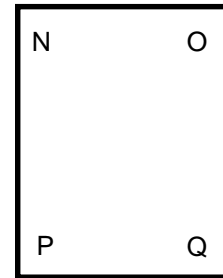


Outside Back Cover

Outside Front Cover



Inside Front Cover



Inside Back Cover

R On book pocket S 1/2" above book pocket

T Front fly leaf (specify location _____) (If location isn't specified; standard option will be 2 inches from the top of the book, centered and placed horizontally.)

Barcode labels to be

horizontal (perpendicular to spine of book)

vertical (parallel to spine of book) IF VERTICAL, INDICATE DIRECTION (CIRCLE ONE.)

Clear barcode label protectors to be applied to all attached barcode labels Yes No

SPINE LABEL LOCATION

1 1/2 inches from bottom of spine

Other _____

Clear spine label protector attached

Spine label not attached

AR LABEL LOCATION (Please order in Section 1)

Above spine label

Below spine label

Other (please specify) _____

BOOK POCKET LOCATION

Inside front cover

Inside back cover

Front fly leaf

Back fly leaf

Book pockets not attached

No book pockets

THEFT PROTECTORS (Please order in Section 1)

Type

3M or Knogo

Checkpoint - frequency _____

Attachment

theft protectors attached

theft protectors not attached

MYLAR BOOK JACKETS attached @ .45 (in addition to a \$.50 shelf ready charge)

Attached to books with dust jackets only