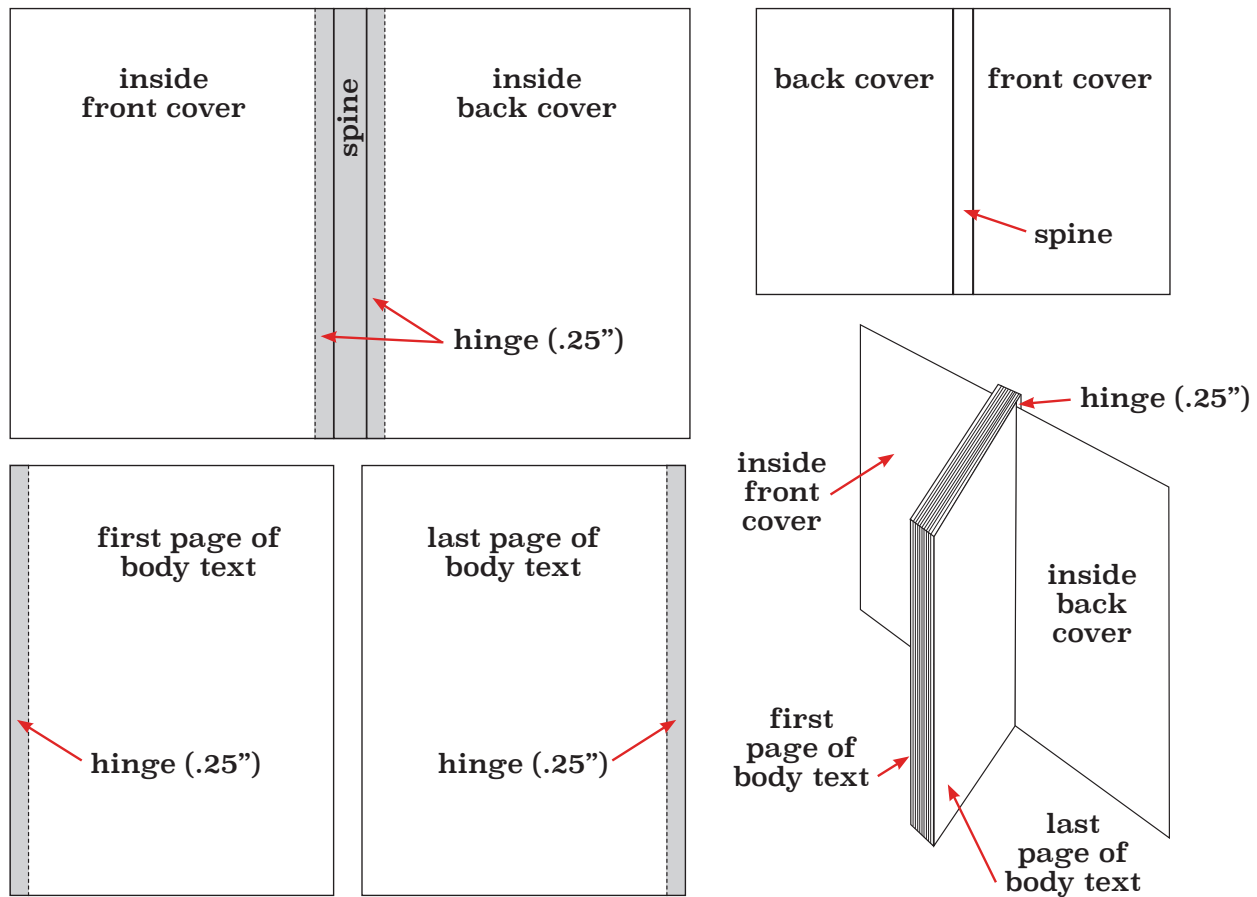


# + Layout specifications

## Perfect-bound publications



### Spine and Covers

- The covers of a perfect bound book should be created as a spread with the spine included. Please contact your customer service representative for the spine width. The customer service representative can calculate the spine width based on the paper used for the publication.
- The spine can also be submitted as a single page that is the correct width by the height of the book with the other cover pages and we can create the cover spreads.

### First and Last Text Pages and Inside Covers – Hinge Allowance

- The cover of a perfect bound book is glued to the text pages in the front and back of the book. This glue attaches the inside covers to the first and last text pages and creates a .25" overlap. (see above diagrams)
- Any copy or image in this .25" overlap will not be visible in the bound book. Copy should be centered between the outside trim edge and the beginning of the hinge .25" away from the spine.
- Any images that will crossover from the inside cover to the first or last text page must be moved away from the spine .25" on the inside cover and .25" on the text page for the images to align.



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