

## TECHNICAL INFORMATION:

### BOUND-IN INSERT

section closed at head

minimum size (postcard size)	105 mm x 148 mm
maximum size (trim size, format of magazine)	210 mm x 285 mm
1 sheet= 2 pages matt coated papers (Vol.1,0):	120 g/qm (min.) - 300 g/qm (max.)
1 sheet= 2 pages gloss coated papers:	135 g/qm (min.) - 350 g/qm (max.)
2 sheet= 4 pages matt coated papers (Vol.1,0):	100 g/qm (min.) - 300 g/qm (max.)
2 sheet= 4 pages gloss coated papers:	120 g/qm (min.) - 350 g/qm (max.)
3 sheet= 6 pages matt coated papers (Vol.1,0):	60 g/qm (min.) - 250 g/qm (max.)
3 sheet= 6 pages gloss coated papers:	100 g/qm (min.) - 300 g/qm (max.)
more than 6 pages matt coated paper (Vol.1,0):	54 g/qm (min.) - 200 g/qm (max.)
more than 6 pages gloss coated papers:	80 g/qm (min.) - 250 g/qm (max.)
head trim	3 mm
bottom trim	3 mm
routing margin	3 mm
face trim	3 mm

Product must be closed at the binding edge and be already folded (no saddle stitching!), 5 mm distance minimum to the gutter without UV varnish. The inserts should not adhere to each other. Please contact us concerning further information („Guidelines Packaging and Transport“ enclosed).

For 8 pages supplements with a gate fold/parallel fold (turn-in flaps), the pages must lie 5 mm back from the fore edge. A distance of 10 mm from the flaps to the binding must be maintained.

Supplements may not be stapled in the spine. Parallel fold products which are open toward the binding can generally be processed.

6 pages double gate fold/ letterfold (  $\angle \backslash$  ) can be processed only overlapping. Please make an adhesive fixation if the sides do not overlap. Zigzag fold (  $\vee \wedge$  ) impossible.

### BOUND-IN INSERT WITH INTEGRATED SAMPLES OR SCENTSEAL, SCENTSTRIP

section closed at head (perfect binding)

Bound-in insert with scent flap/scentstrip: minimum size (postcard size)	105 mm x 148 mm
maximum size	205 mm x 285 mm

Scent flap/scentstrip must be strongly glued over the entire height!

Bound Insert with Scentseal: amount 2 pages possible.





Bound-in insert with sachets: amount minimum 4 pages. Product sample on the inside.

If a fixed insert is to be attached to the delivered bound-in insert, then the adhesive for this fixed insert must run parallel to the gutter. The product sample must be glued so firmly against the gutter, which dissolves nothing. Glue must not leak!

Better: deliver bound-in insert and sample separately. The printer can fix the sample to the bound-in insert. Possible only on the front!

Note to sachets in bound-in insert: Please ask for technical information sheet insert stickers!

Organizational questions (availability, reservations, timings) please contact: [druckunterlagen@condenast.de](mailto:druckunterlagen@condenast.de)

Please send 5 to 10 samples as soon as possible to (please specify the object, issue, customer and product) :

Mohn Media Mohndruck GmbH  
Mrs. Iversen / Mr. Hammermüller  
Carl-Bertelsmann-Straße 161M  
D- 33311 Gütersloh  
Germany

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## Delivery adress:

Delivery date after consultation with [druckunterlagen@condenast.de](mailto:druckunterlagen@condenast.de)  
(Important: delivery note)

ProBIND  
Professional Binding GmbH  
WARENANNAHME  
Bielefelder Straße 61  
D-33428 Marienfeld  
GERMANY

Monday to Friday 8:00 am - 5:00 pm

The customer has to guarantee the accurate delivery of bind-ins, tip-ins and products based on the before checked and approved samples by Condé Nast. Condé Nast takes no responsibility on incorrect or damaged products. All predictable production costs will immediately be submitted to the customer after checking the samples sent in advance. If there are extra expenses in case of unforeseeable difficulties whilst production Condé Nast reserves the right to invoice them to the customer.

TECHNICAL INFORMATION:

## INSERT STICKERS (Booklets & Sachets)

Processing only possible on a front side and right hand page

minimum size (wxh):	60 mm x 75 mm
maximum size (wxh):	180 mm x 210 mm
minimum weight	150 g/ qm
maximum weight	25 g/ copy

gluing:	parallel to the binding edge
gluing tolerances:	+/- 10 mm
parallel deviation:	+/- 5 %
minimum distances:	head trim: 20 mm
	food trim: 10 mm
	gutter: 20 mm

Foreedge possible. 10 mm space advisable, when the sachet is not to be touched.

Thickness of Sachets in the magazine: 2 mm (thicker on demand).

Booklets with more than 2 pages must be closed parallel to the gutter.

A glue line is not possible in the area located 50-80 mm from the binding edge.

Processing only possible on a right hand page.

We need a final imposition layout before printing.

Condé Nast can be changed the positioning of tip-ons/samples in accordance with the customer for technical reasons!

Be aware (sachets): the melting point of the sample casing must be at least 180 °C.

The sample casing must withstand a bursting pressure of at least 1,000 kPa for 15 minutes.

Liquid Sample must be welded leakproof in aluminum pouches (weldseam wide: 8mm).

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## TECHNICAL INFORMATION:

### LOOSE INSERT

minimum size (postcard size):	105 mm x 148 mm
maximum size (booklet interior):	190 mm x 265 mm
maximum size (coversampling):	210 mm x 285 mm = format of magazine

	<i>matt coated paper (Vol. 1,0)</i>	<i>glossy coated paper</i>
1 sheet (2 pages)	120 - 300 g/qm	135 – 350 g/qm
2 sheet (4 pages)	100 - 300 g/qm	135 – 350 g/qm
3 sheet (6 pages)	60 - 250 g/qm	100 – 300 g/qm
more than 6 pages	54 - 200 g/qm	80 - 250g/qm

maximum thickness 3 mm

Inserts must be closed toward the binding of the carrier product. If a fixed insert is to be attached to the delivered insert, then the adhesive for this fixed insert must run parallel to the binding edge.

Note to sachets in loose insert: Please ask for technical information sheet insert stickers!

Organizational questions (availability, reservations, timings) please contact: [druckunterlagen@condenast.de](mailto:druckunterlagen@condenast.de)

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## Guidelines Packaging and Transport

### 1.) delivered

All inserts must be able to be separated by machines and be processed without disturbance.

- The packaging has to be chosen carefully and should enable a secure parcel stocking. Inserts must neither be damaged nor deformed by the packaging. This also applies to wet and damp in-inserts and loose inserts.
- Deliveries which are out of these standards result in additional costs.

Samples:

- Samples are to be packaged lying in the same direction in cardboard half shells. To ensure that stacking is suitable for euro pallets, the length may not exceed 380 mm. Height and width dimensions depend upon the sample format. The sample label must face upward. The samples should not be banded using a rubber band or paper; pre-sorting is not possible. The merchandise will be delivered exclusively on euro-pallets.

### 2.) Packaging - depending upon the composition of the product, either in cardboard boxes or on pallets

- Cardboard boxes: The supplements are to be packaged lying in the same direction, free of play, protected by partitions and intermediate sheets so that they do not slip, and with a gripping height of at least 100 mm.
- **Pallets:** The supplements may not be placed crosswise within the individual layer; each layer should be provided with an intermediate shelf at least 2 mm thick. Stretched pallets must be supplied with corner/edge protectors. The merchandise will be delivered exclusively on euro-pallets.

### 3.) special requirements

- Products, samples, and requirements deviating from the data specified above must be specially requested before production, sampled well beforehand and may be subjected to a test run.

### 4.) Identification - delivery notes must contain the following details:

To avoid confusion every pallet should be accompanied with a pallet label containing the following information:  
(please use the „delivery note“!)

- Sender / manufacturer
- Magazine / issue
- Distribution area
- Name of inserts
- Features / codes
- Type of special product (bound-in insert, insert sticker, sachet, loose insert or others)
- Total quantity
- Part delivery
- Count of pallets of this delivery

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## DELIVERY NOTE

for special products in magazines

Sender / manufacturer: .....

Magazine / issue: .....

Distribution area: .....

Name of inserts: .....

Features/ codes: .....

Type of special product:

- ☐ bound insert
- ☐ insert stickers
- ☐ sachet / sample
- ☐ loose insert
- ☐ others .....

Total quantity: .....

Part delivery: .....

Count of pallets of this delivery: .....

## TECHNICAL INFORMATION:

### 4 pages COVERGATEFOLD

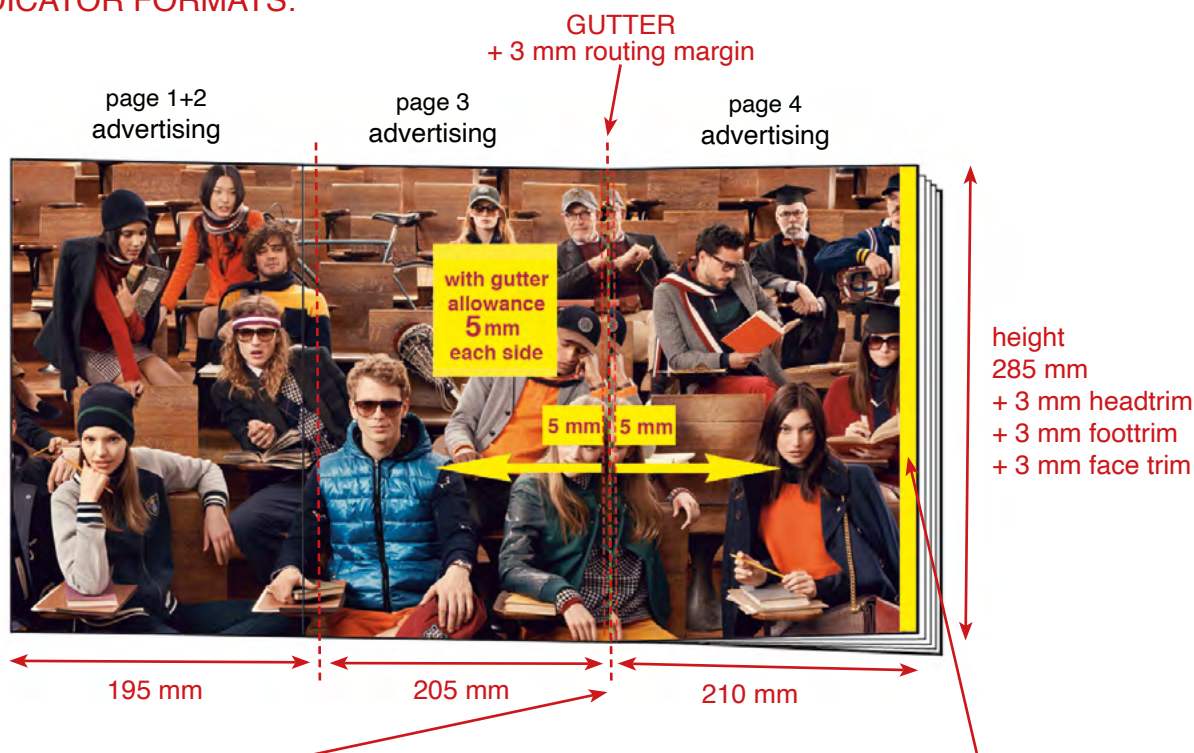
Edition:	total circulation
Total pagination:	starting from 4 advertising pages
Format:	Magazine format (shorter sides: see sketch!)
Paper quality:	cover paper- circulation paper up page 4
Placement:	page 1, 2, 3 and 4 or possible up page 3 and 4

Files must be submitted in PDF format only (in accordance with the guidelines „PDF Creation Guide for Submitting Digital Files to CondeNast Germany“, available on the Internet at [www.vogue.de/datenanlieferung](http://www.vogue.de/datenanlieferung)) together with a final color proof.

Files supplied should contain only single page element. Double page spreads need to be supplied as two single PDF's, left and right hand page.



## INDICATOR FORMATS:



### attention: perfect bound

if text or important pictures features run through the binding of a double page (only page 3+4) the middle should afford a duplication of 5 mm per page. Send however, as two single-page PDF's! This binding surplus must be contained in the final format of the double page.

### important :

in case of a cover-gate fold, the coverpage is smaller. due to this, we need 5 mm white or black blank on page 4!

Please transfer printing documents via duon: [www.duon-portal.de](http://www.duon-portal.de)  
or alternatively to: [druckunterlagen@condenast.de](mailto:druckunterlagen@condenast.de)

Proofs send to Repro:

CLX Europe Media Solution GmbH  
Gunnar Wegner  
Barmbeker Straße 8  
DE - 22303 Hamburg  
Germany



gutter allowance  
Advertise page in the magazine





**gutter allowance**  
Advertise page in the magazine



**final  
left hand  
PDF**

**final  
right hand  
page**

