

SF 1 PRINTING AND BINDING REQUISITION
 To the PUBLIC PRINTER Please furnish the following:

FROM (Department or Government Establishment) DEPARTMENT OF COMMERCE 2		JACKET NO. (Assigned at GPO) <input type="checkbox"/> New <input type="checkbox"/> Back	REQUISITION NO. 1
APPROPRIATION CHARGEABLE/APPLICABLE LAW 4		BRANCH OR OFFICE	DATE 3
TITLE 7		BILLING ADDRESS CODE (BAC) 5	AUTHORIZED BY 6
QUANTITY (Units of finished products) 10		QUALITY LEVEL 8	FORM NO. 9
FINISHED PRODUCT (Check One) <input type="checkbox"/> Books or Pamphlets <input type="checkbox"/> Blank Forms (Sheets) <input type="checkbox"/> Sets <input type="checkbox"/> Pads or Labels <input type="checkbox"/> Other (Specify)		CLASSIFICATION 11	
THIS ORDER RIDES (Department) 12		(Requisition No.)	(Jacket No.)
PAPER STOCK AND INK	Text	FIRST CHOICE (Grade, color, and basis weight) 14	SECOND CHOICE (if any)
	Cover		
	OTHER (Specify)		
COMPOSITION	FINISHED (Magnetic Tape) <input type="checkbox"/> Direct Drive <input type="checkbox"/> Other 15	(Regulators)	(Camera Copy)
	TEXT TYPE (Point, Face, Lead/Size)	DISPLAY TYPE (Face)	MARGINS (Inner/Outer) Back/Left Top Other 18
	TYPE PAGE WIDTH (Inches) 22	No. of Cols. Col. Width	TYPE PAGE DEPTH (Inches) (round running head but not bottom label) 23
	ILLUSTRATIONS (Total) 24	PICK UP FROM Jacket No. Req. No. 25	RESTORE TO ORIGINAL JACKET 26
PRESS AND BINDERY	PREVIOUS JACKET/FILED (if reprint) 16	FOL. LT. (FORMS MUST REGISTER) 19	
	FOLD TO (Inches) 35		SIZE (Inches) 36
	COVER PRINTS (1, 2, 3, 4) 29	EMBOS (Front or Back) 30	HEADING (Front or Back) 31
	SIZE FLAT (Inches) FORMS, SETS, PADS 34	PAGES 37	FOLDING/INSERTS
	WIRE STITCH (Gals) (No.) 40	STAMP TITLE (Binder's Cover) 46	PAPER COVERS (Self) (Separate) 39
	PAD/SETS (Gals) (No.) (Pos.) (Sheets in Pad) (Sheets in Set) 47	STAMP TITLE (Binder's Cover) 46	ROUND CORNERS (No.) (Prefer) 49
PROOFS AND DELIVERY	GATHER (Explos) 50	CARBON INTERLEAVE (No.) (Cut) 52	LP DIVIDERS (Height of Let) 53
	REQUESTED PROOF DATE 54	PROOF SETS (Galleys) (Pages) (Days) (Weekdays) (Pages)	PROOFS TO
	REQUESTED DELIVERY DATE 55	PRINT WRAP (Galleys) (Pages) (Days) (Weekdays) (Pages)	QUANTITY IN PACKAGE 57
	DELIVER TO 60	PACK IN CARTONS 58	IF FURNISHED 59

ADDITIONAL INFORMATION

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FOR ADDITIONAL INFORMATION CONTACT (Name and Telephone Number) **62**

BILLING ADDRESS (If BAC has not been assigned) **63**

I certify that this work is authorized by law and necessary to the conduct of the business of the above mentioned government establishment

STANDARD FORM 1 (Rev. July 1979)
 Prescribed by GPO
 Title 44 of the U.S. Code Central No. 1-111-26
 Exception to SF 1 Approved by NARS 9/80

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 (Authorizing Signature)

PREVIOUS EDITION USABLE