

Space available: Back: 7 3/4" w x 10" h

Print out this 8 1/2" x 11" template and use it as your guide in planning your
PERSONALIZED HANDBOOK COVERS.

Front: 7 3/4" w x 1 3/8" h

HANDBOOKS

How to personalize:

1. Type or print your message—exactly as you wish it to read—into the downloadable PDF template provided.
2. Include your original logo and/or camera-ready art. We will reproduce as space allows.
3. Include any special instructions.
4. Mail or fax your template to us.
(Please do not fax camera-ready art.)

Please allow 30 days for receipt of personalized orders. If you need your order sooner, or have questions about how to personalize, please call 1-800-477-4776 or e-mail custsvcs@channing-bete.com.

Prices are based on quantity ordered and assume the same imprint in black on all same-type publications. Need more than one imprint or a different color? Just call 1-800-477-4776 for information and pricing.

Handbooks (100 or more)

Space available:

Front: 7 3/4" w x 1 3/8" h

Back: 7 3/4" w x 10" h

Please indicate where you wish personalization to appear: Front Back Both

Mail to:

Channing Bete Co., Inc.

One Community Place

South Deerfield, MA 01373-0200

Or fax to 1-800-499-6464. (Please do not fax camera-ready art.)