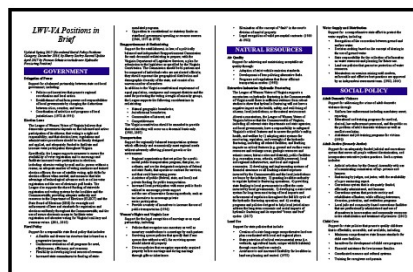


PRINTING INSTRUCTIONS FOR POSITIONS-IN-BRIEF

INSIDE

NOTE: 11X17 Text Stock is standard for most printshops (quick and otherwise). Unless you are doing a large run, the chances are they will do this on the equivalent of a copier rather than an offset press.

If you print in black and white, the blue will show as a medium dark gray and the red should show as black.



Page 2

Page 3

OUTSIDE



Page 4

Page 1

Center Fold #1

Paper is folded in half along the center vertical line to produce an 8 1/2 x 11 sheet (4 pages)

Paper requirements:

Because this document is printed on both sides, do not use anything lighter than a #60 text paper. Either 60 to 70# offset will work. Text paper prints a bit better than bond papers.

#60 Text = #24 Bond
#70 Text = #28 Bond

Center Fold #2

Paper is folded in half along the center horizontal line to produce a final 8 1/2 (w) x 5 12 (l) sheet.

If mailing, place a tape tab at the top. The fold will be at the bottom of the final document.