

SF 1 PRINTING AND BINDING REQUISITION

To the PUBLIC PRINTER Please furnish the following:

FROM (Department or Government Establishment)		JACKET NO. (Assigned at GPO) <input type="checkbox"/> Red <input type="checkbox"/> Black		REQUISITION NO.
APPROPRIATION CHARGEABLE/APPLICABLE LAW		(Bureau or Office)		DATE
TITLE		BILLING ADDRESS CODE (BAC)		AUTHORIZED BY
QUANTITY (Units of finished products)		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 Tablets <input type="checkbox"/> Other (Specify)		FORM NO.
THIS ORDER RIDES (Department)		(Requisition No.)		STRAP WITH REQUISITION NO.
PAPER STOCK AND INK	Text	FIRST CHOICE (Grade, color, and basis weight)		SECOND CHOICE (If any)
	Cover			
	OTHER (Specify)			
COMPOSITION	FURNISHED (Magnetic tape) <input type="checkbox"/> Direct Drive <input type="checkbox"/> Other		(Negatives)	(Camera Copy)
	TEXT TYPE (Point, Face, Ledged/Solid)		DISPLAY TYPE (Face)	MARGINS (After trim) Picas/inches
	TYPE PAGE WIDTH (Picas)		TYPE PAGE DEPTH (Include running head but not bottom folio)	ILLUSTRATIONS (Total)
PRESS AND BINDERY	PRINT ONE SIDE ONLY		COVER PRINTS 1 2 3 4	EMBOSS
	SIZE FLAT (Inches) FORMS, SETS, PADS		FOLD TO (Inches)	SIZE TRIMMED PAGE (Inches) BOOKS/PAMPHLETS
	WIRE STITCH (Side) (Saddle) (No.)		PASTE ON FOLD	LOOSE-LEAF
	PAD/SETS (Gum) (Stitch) (Pos.)		(Sheets in Pad)	(Sets in Pad)
	GATHER (Explain)		CARBON INTERLEAVE	INDEX (Cut)
	REQUESTED PROOF DATE		PROOF SETS (Galley) (Page)	DEPT. HOLD (Workdays) (Pages)
PROOFS AND DELIVERY	REQUESTED DELIVERY DATE		KRAFT WRAP	SHRINK FILM
	DELIVER TO		BAND IN SETS	SUITABLE
	ADDITIONAL INFORMATION		OTHER PACKAGING (Specify)	QUANTITY IN PACKAGE

ADDITIONAL INFORMATION

FOR ADDITIONAL INFORMATION CONTACT (Name and Telephone Number)

BILLING ADDRESS (if BAC has not been assigned)

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 Control No. 1-111

(Authorizing Signature)

(Title)

NSN 7540-00-543-7077

PREVIOUS EDITION NOT USABLE