

Sticker cards:

The pasting of samples, adhesive cards, postcards and brochures is possible on the first page of a section in the magazine. This is always a right-hand page. The adhesive space for an adhesive card is 30 mm from the back and 25 mm from the upper, lower and side edge.

| | |
|----------------------|---------------------------------|
| Paper specifications | : minimum 135 grs paper |
| Maximum weight | : 25 gram |
| Minimum format | : 85 x 65 mm (creditcardformat) |
| Maximum format | : 190 x 160 mm |

Stapled supplements (for stapled sewn):

It is possible to stitch an insert into the magazine. This can be done either centrally between two sections or a through-stitcher (one section at the front, another at the back).

| | |
|----------------|--|
| Minimum format | : 120 x 150 mm (incl. +5mm header cut-off) |
| Maximum format | : 202 x 267 mm (incl. +5mm header cut-off, +5mm at bottom, +4mm on left-hand pages and +8 mm flap on the right-hand pages) |

For stapled supplements **4+ pages** the top must be closed. This makes pre-stapling unnecessary. The closed top is cut off when the magazine is processed.

Delivery:

Deadline for submitting material to the Printer/Binder: 2 weeks before the publication date

Copies should be delivered as follows:

- Deliver on tied europallets (80x120 cm). Reinforce the corners with cardboard, wrap everything including the pallet in wrapping foil.
- When delivering different inserts at the same time (also for different editions of the same title) present them on **separate pallets!**
- Stacks as high as possible, preferably **NOT** stacked alternately. (A cover sheet may be placed on top of a layer). If they are stacked alternately, they should be delivered in clusters of as large a number as possible (at least 250 copies, preferably more) and the various layers must be separated from each other (sheets between). Please pack them in packages of about 15 cm high, with a maximum of 1 bundle strap. NOT in shrink wrap.

Important:

Ensure that the shipment is delivered with a separate example of the inserts and an accompanying packing notice. The packing notice must include the following information:

- Which insert it concerns
- The title and the edition date for which the insert is intended
- The number of copies delivered on the pallet
- For multiple pallets for one title, please indicate how many pallets there are and which pallet belongs to the delivery (e.g., 1 of 3; 2 of 3; 3 of 3)

Printer address:

Roularta Media

Attn. Griet Vanderyse
Meensesteenweg 300
8800 Roeselare BELGIUM

Email sight copy (PDF) to:

traffic@roularta.nl

With reference to: Title Magazine+edition
and publication date

With reference to: the number of inserts, title of the magazine, the edition and publication date

If the inserts are not delivered according to specifications additional costs will be billed and the accuracy of the placement can no longer be guaranteed. Please contact our Traffic department for more information: T +31 (0)20 210 5450 or by email: traffic@roularta.nl

Loose supplements:

It is possible to enclose a loose supplement in the magazine. A loose supplement is 'underlaid' in the magazine, i.e. underneath a page and free from the seal.

| | |
|----------------|---|
| Minimum format | : 105 x 148 mm (A6) |
| Maximum format | : 202 x 267 mm |
| Maximum weight | : 120 gram (should never be heavier than magazine) |
| Folding method | : a folded attachment should preferably have one long closed side |

Delivery:

Deadline for submitting material to the Printer/Binder: 2 weeks before the publication date

Copies should be delivered as follows:

- Deliver on tied europallets (80x120 cm). Reinforce the corners with cardboard, wrap everything including the pallet in wrapping foil.
- When delivering different inserts at the same time (also for different editions of the same title) present them on **separate pallets!**
- Stacks as high as possible, preferably **NOT** stacked alternately. (A cover sheet may be placed on top of a layer). If they are stacked alternately, they should be delivered in clusters of as large a number as possible (at least 250 copies, preferably more) and the various layers must be separated from each other (sheets between). Please pack them in packages of about 15 cm high, with a maximum of 1 bundle strap. NOT in shrink wrap.

Important:

Ensure that the shipment is delivered with a separate example of the inserts and an accompanying packing notice. The packing notice must include the following information:

- Which insert it concerns
- The title and the edition date for which the insert is intended
- The number of copies delivered on the pallet
- For multiple pallets for one title, please indicate how many pallets there are and which pallet belongs to the delivery (e.g., 1 of 3; 2 of 3; 3 of 3)

Printer address:

Roularta Media

Attn. Griet Vanderyse
Meensesteenweg 300
8800 Roeselare BELGIUM

Email sight copy (PDF) to:

traffic@roularta.nl

With reference to: Title Magazine+edition
and publication date

With reference to: the number of inserts, title of the magazine, the edition and publication date

If the inserts are not delivered according to specifications additional costs will be billed and the accuracy of the placement can no longer be guaranteed. Please contact our Traffic department for more information: T +31 (0)20 210 5450 or by email: traffic@roularta.nl