



# Stock Presentation Folders

Order as few as 100 – **ANY PROCESS**

## Folder Features

- 9"W x 12"H size holds up to 50 sheets of letter size 24 lb. paper
- Substantial 100 lb. cover stock with linen texture

All folders available blank, engraved, blind embossed, foil stamped and printed.



Engraved (any PMS color)



Foil-Stamped (choose from 10 standard colors shown)



Embossed



Printed (any PMS color)



## Folder Imprint Area



Standard position 3½" from top, centered on front  
Alternate positions: at least ¼" from top or side edges

Notes:

1. Imprint cannot cross over the area 4" from the bottom due to inside pocket.
2. The maximum imprint copy area is 2" x 7" when imprinted on the bottom 4" of the folder. The maximum imprint copy area is 5" x 7" in other locations.

## Standard Foil Colors

- High Gloss Gold
- Gold Taffeta
- High Gloss Silver
- Silver Taffeta
- High Gloss Copper
- Copper Taffeta
- White
- Red
- Black
- Blue

## Engraving and Printing Colors

- ANY PMS Color

**Note:** when personalizing dark stocks, use lighter PMS colors for the best outcome

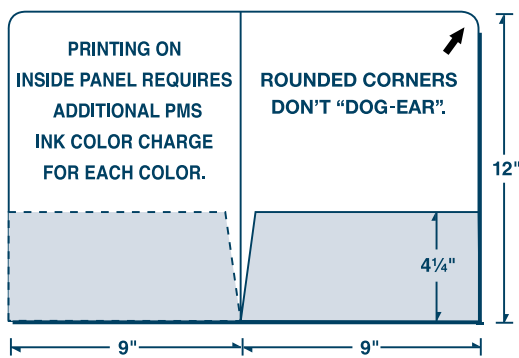
### Presentation Folders – 9" W x 12" H, 100/Box

Stock #	Color
07601	White
07602	Ivory
07603	Gray
07604	Blue
07605	Burgundy
07606	Black

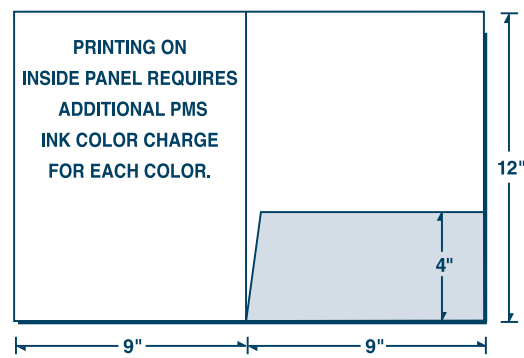
To Order, Call **800.222.0510** Ext. **6252**  
or email **prodteam@aslegal.com**

## Custom Presentation Folders

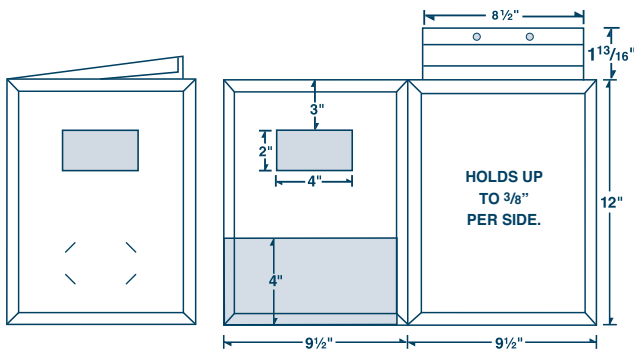
This guide was created to help you consider the many options available to create a presentation folder that best suits your firm's needs and brand. You can use these standard constructions as your base or you can create something from scratch. If you can dream it, we can create it.



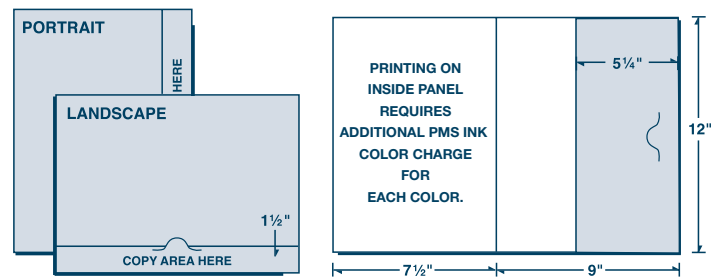
**08-01** – Round corners / Available with two pockets or right hand pocket only



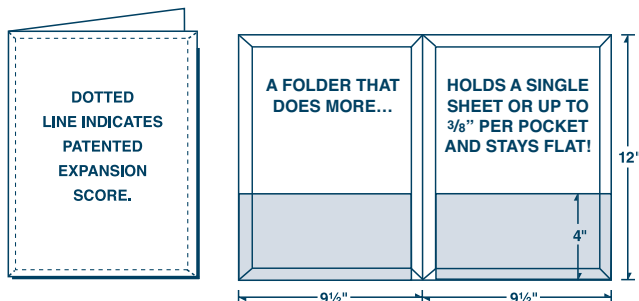
**08-29** – Square corners / Available with right hand pocket only (also available with two pockets)



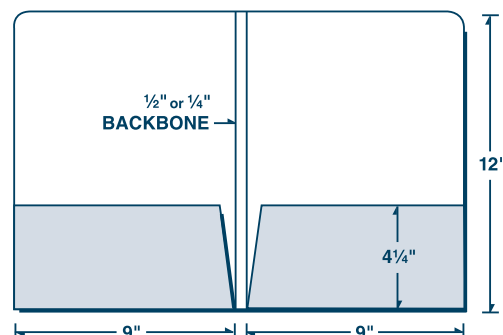
**08-36** – Conformer® with fold down flap / Window, front card slots and holes for fasteners are optional



**08-52** – Tuck tab / Can be used in horizontal or vertical format



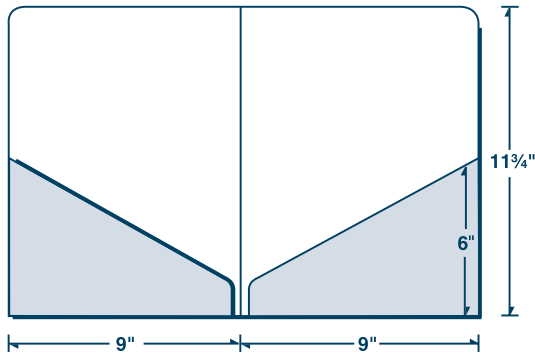
**08-65** – Conformer® / Expansion folder stays flat for a professional presentation



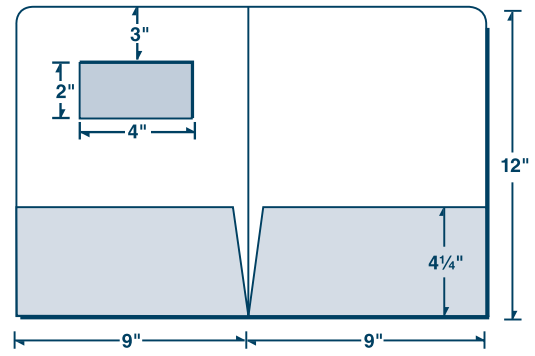
**08-02** – Backbone / Includes scoring for clean expansion

## Additional Options to Consider:

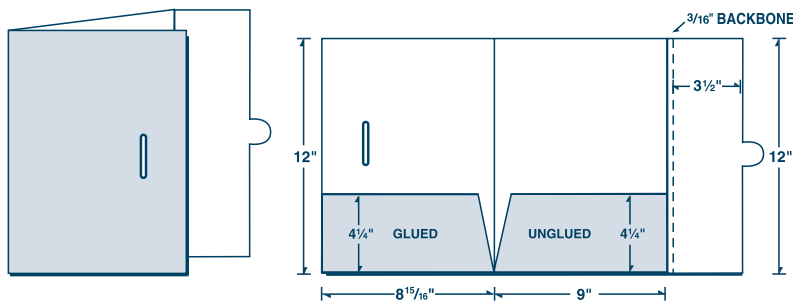
- Legal size folders
- Reinforced edges to protect wear and tear on folder
- Spine attachments to store 3 hole punched documents
- Business card slits – corner or notch (see below)
- Brochure slits ensure your smaller brochures stay in place
- Custom die cutting allows you to create a unique look
- Production options include PMS printing (single or multiple colors), foil-stamping, engraving, embossing, four-color printing and several coating options



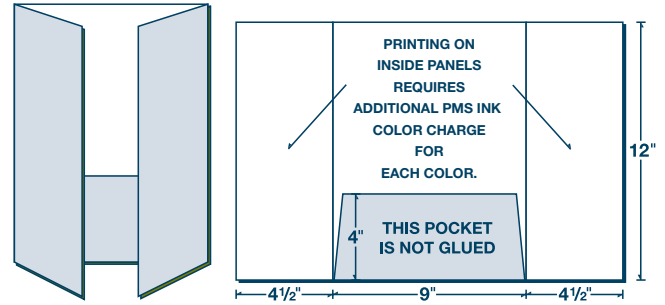
**08-61** – Diagonal pockets



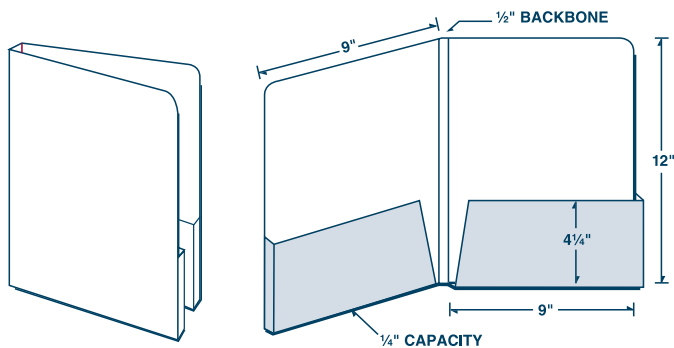
**08-09** – Window



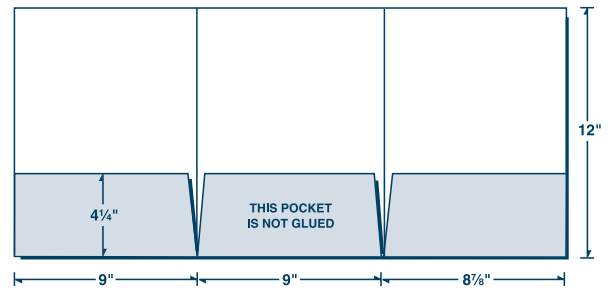
**08-55** – Wrap-Around tuck tab / Also available with Velcro closure instead



**08-07** – Gatefold

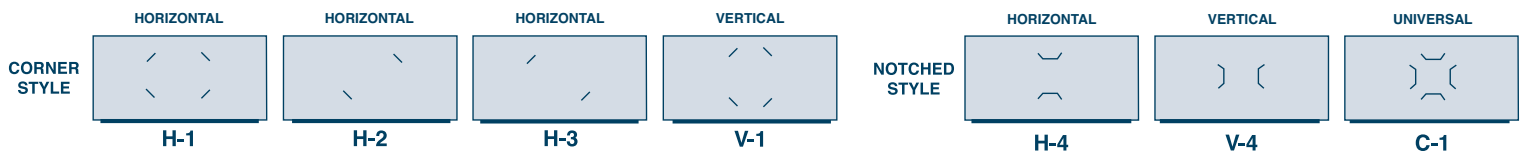


**08-12** – Capacity Box / Available with 2 box pockets or regular left pocket and box right pocket



**38-01** – Three Panels / Available with 1 to 3 pockets

## Business Card Slit Options:



# Standard Stock Colors

Letter codes represent price groups. All stocks are cover weight unless indicated. Stock availability subject to change without notice.

<b>Base Stocks</b> Semi-Gloss 12 PT C1S Smooth White 80 lb. C Marble Crush White 10 PT C1S			<b>Semi-Gloss</b> A 12 PT C2S A 14 PT C1S B 16 PT C1S B 14 PT C2S C 16 PT C2S C 18 PT C1S						<b>Gloss</b> B 120 lb. C2S 10%	<b>Dull</b> B 130 lb. C2S C	<b>12 PT Cast Coated</b> C 12 PT C1S D 12 PT C2S			
<b>80 lb. Fiber</b> B White 30% B Natural 30% B Cream 30% B Gray 30% B Rose 30% B Ice Blue 30% B Thyme 30% B Periwinkle 30%									<b>80 lb. Vellum</b> A Vanilla C Yellow 30% C Jute 50% D Leaf Green 30% D Aquamarine 30%			<b>100 lb. Vellum</b> D Aquamarine 30%		
<b>80 lb. Felt</b> A Bright White 30% B Warm White 30% C Sandstone 100% C Pumice 100% C Forest Green 30% C New Black 30% D Flax 30% D Granite 100%									<b>80 lb. Smooth</b> C Eco White 100% C Eco Ivory 100%		<b>100 lb. Smooth</b> A White C	<b>80 lb. Eggshell</b> C White C	<b>Eco Kraft</b> A 18 PT 100% • Sheets can vary in color. • Not available on all items.	
<b>100 lb. Linen</b> B White 30% B Natural 30% C Sterling Gray 30% D Burgundy 30% D Merlot 30% D Dark Blue 30% D Deep Black 30% D Deep Pine 30% D Mahogany C D Eggplant C									<b>90 lb. Hopsack</b> B White 30% D Forest Green 30% D Red 30% D Deep Blue 30%					

Additional Stocks Available.

## Foil Colors (Clear Foil is also available.)

<b>Metallic Foil Colors</b> Silver Platinum Pewter Gold Brass Treasure Copper Bronze Apple Cranberry Blue Sapphire Teal Green Lime													
<b>Non-Metallic Foil Colors</b> Non-Metallic colors will look different when used on dark stocks. White Blue Navy Pine Red Burgundy Ivory Yellow Black										Contains 10-100% post-consumer recycled fiber Paper from responsibly managed forests Best eco-friendly choice			

## How to Submit Artwork

There are a few ways of submitting your artwork to us.

- If you have artwork**, please send an eps file to [aslegal@aslegal.com](mailto:aslegal@aslegal.com) and reference your account number, presentation folder and your order number (if you have it).
- If you do not have artwork**, our team of designers can help you create artwork at a reasonable fee. Please contact [prodteam@aslegal.com](mailto:prodteam@aslegal.com) with questions.

Special typefaces, logos, photographs and other artwork can be produced in most production processes. However, very thin typestyles are not recommended. Please call 800.222.0510 for help in determining the best production process for your imprint.

## How to Place your order

**Remember to provide the following:**

- Presentation Folder stock number (if available)
- Quantity
- Personalization copy/artwork
- Personalization process & color
- Personalization location on folder
- Email address and individual to contact for proof approval

A proof approval request will be sent to you within 3 business days of receipt of order and artwork.

Customized Presentation Folders will be shipped within 2 – 4 weeks of proof approval.