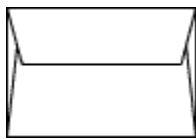


ENVELOPE SIZE FINDER

Standard envelope sizes for your convenience.

Announcement Envelopes

Also called "A" style, this contemporary design is ideal for invitations, greeting cards, small booklets and promotional pieces. If inserting by machine, you must request "machine insertable flaps".



<u>Name</u>	<u>Envelope Dimensions</u>	<u>Typical Enclosure Dimensions</u>
A-2	4-3/8 x 5-3/4	4-1/8 x 5-1/2
A-6	4-3/4 x 6-1/2	4-1/2 x 6-1/4
A-7	5-1/4 x 7-1/4	5 x 7
A-8	5-1/2 x 8-1/8	5-1/4 x 7-7/8
A-10	6 x 9-1/2	5-3/4 x 9-1/4
A-Long	3-7/8 x 8-7/8	3-5/8 x 8-5/8

Baronial Envelopes

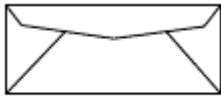
Deep pointed flap traditionally used for formal announcements and invitations. Not recommended for inserting by machine.



<u>Name</u>	<u>Envelope Dimensions</u>	<u>Typical Enclosure Dimensions</u>
4	3-5/8 x 5-1/8	3-3/8 x 4-7/8
5	4-1/8 x 5-1/2	3-7/8 x 5-1/4
5-1/2	4-3/8 x 5-5/8	4-1/8 x 5-3/8
6	4-3/4 x 6-1/2	4-1/4 x 6-1/4

Commercial Envelopes

Widely used for business and personal correspondence. Commercial and side seam flap styles are ideal for machine inserting. Wallet or remittance style flaps provide a large area ideal for imprinting. Square flaps are contemporary, but not recommended for machine inserting.

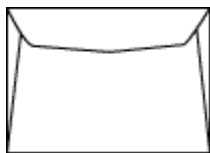


Commercial Flap

<u>Name</u>	<u>Envelope Dimensions</u>
6-1/4	3-1/2 x 6
6-3/4	3-5/8 x 6-1/2
7-1/2	3-3/4 x 7-5/8
9	3-7/8 x 8-7/8
10	4-1/8 x 9-1/2
11	4-1/2 x 10-3/8
12	4-3/4 x 11
14	5 x 11-1/2

Booklet Envelopes

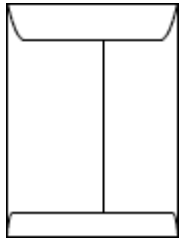
This style is ideal for annual reports, brochures, sales literature and more. The open side makes it acceptable for machine inserting.



<u>Name</u>	<u>Envelope Dimensions</u>
3	4-3/4 x 6-1/2
6-1/2	6 x 9
6-3/4	6-1/2 x 9-1/2
7-1/2	7-1/2 x 10-1/2
9	8-3/4 x 11-1/2
9-1/2	9 x 12
13	10 x 13

Catalog Envelopes

The center seam makes this style more durable for mailing heavy-weight materials though they are not recommended for inserting by machine.



<u>Name</u>	<u>Envelope Dimensions</u>
1	6 x 9
1-3/4	6-1/2 x 9-1/2
6	7-1/2 x 10-1/2
9-3/4	8-3/4 x 11-1/4
10-1/2	9 x 12
12-1/2	9-1/2 x 12-1/2
13-1/2	10 x 13
14-1/4	10 x 15
14-1/2	11-1/2 x 14-1/2
15-1/2	12 x 15-1/2