

A LITTLE BIT ABOUT OURSELVES

Evansville Bindery, Inc. has been helping the genealogical community for over 28 years printing and binding:

- Cemetery Records
- Federal and County Census
- Family Genealogies and Histories
- County Histories and Atlases
- Biographies

We offer several types of binding to suit your needs and budget including; perfect (soft) binding, case (hard) binding, plastic comb and coil binding and saddle stitching.

If you need assistance in the design of your book let our knowledgeable staff help. Photo scanning and typesetting services are available.

Our offset printing department is capable of handling small or large quantities at minimal cost. Presale flyers for book sales are provided upon request. Business cards, letterhead, envelopes and custom forms are just a few of the additional printing services we offer.

Our experienced staff is available Monday through Friday from 7 a.m. to 4:30 p.m. to help you with any questions you may have.

**ALL BOOKS PRINTED AND BOUND ON
ACID FREE PAPER**

ESTIMATED COST FOR PRINTING AND BINDING A BOOK

PRINTING*

<u>Number of Books</u>	<u>Price Per Page</u>
1-99	\$0.06
100-125	\$0.05
126-150	\$0.0475
151-200	\$0.045
201-250	\$0.0425
251-300	\$0.04
301-499	\$0.035
500-749	\$0.03
750-999	\$0.0275
1000	\$0.025

**Price based on copies run from digital media or paper originals that can be run through document feeder. For pages that need to be hand placed on the glass to copy, price is \$.10 per page.*

HARD BINDING*

<u>Number of Books</u>	<u>Price Per Book</u>
1	\$30.00
2	19.00
3-5	15.50
6-10	13.50
11-25	12.00
26 - 99	10.00
100 - 250	8.50
251 - 500	7.50

**Prices are based on us doing both the printing and binding. If only binding is required, add \$1.00 per book for quantities of 100 or more.*

SOFT BINDING (minimum 30 books)

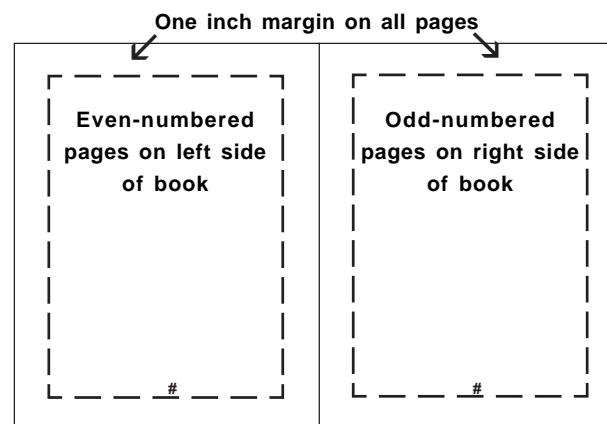
<u>Number of Books</u>	<u>Price Per Book</u>
30-75	\$3.00
76-150	1.75
151-500	1.25
501-74980
750-99965
100050

ADDITIONAL CHARGES

Books over 11" long	\$0.50 per inch
Imitation Leather	\$2.00 per book
Horizontal lines on spine	\$1.00 per line
Stamp name on front	\$6.00 per book
Computer time	\$50.00 per hour
Picture/document scans	call for quote
Color copies	call for quote

A SUGGESTED LAYOUT FOR A BOOK

PAGE FORMAT



Page numbers centered
or bottom/top left (even numbers)
bottom/top right (odd numbers)

BOOK CONTENTS

- ◆ **TITLE PAGE**
Front: title, author, publisher
Back: copyright, address from which the book can be ordered
- ◆ **DEDICATION**
If any, be brief (page should be blank on back)
- ◆ **PREFACE, INTRODUCTION, or FOREWORD**
(blank on back)
- ◆ **LIST OF ILLUSTRATIONS/MAPS** (blank on back)
- ◆ **MAIN BODY OF BOOK**
Chapters, sections, etc. should begin on odd-numbered pages
- ◆ **INDEX: at the end of the book**
 1. Full name (last name, first name, initial)
 2. Place
 3. Subject heading