
Insert Specifications

► DIMENSIONS

Magazine Trim: Magazine jogs to the head and has a trim size of 9 x 10.875 inches.

Minimum Size of Insert: 4.25 x 5 inches. Allow .125 inches to trim off head.

Maximum Size of Insert: 9.25 x 11.125 inches. Allows for .125 inches to trim off each side.

Live Matter: Please keep all live matter at least .25 inches away from any edge to be trimmed.

Non-Standard Inserts: All gatefold, die cut and uniquely shaped inserts are subject to approval prior to binding. Please send samples or mockups to Eric Kolb, Production Director.

PAPER BASIS WEIGHTS

Inserts printed on paper weighing less than 75 lb. or more than 100 lb. (25 x 38 basis weight) must be approved in advance.

BINDING INFORMATION

Bound inserts should allow for .125 inches to grind off the binding edge (spine) of the magazine.

Jog to the Head: Magazine jogs to the head during binding (meaning insert is even with the top of the page), so allowance must be made for .125 inches to trim off the top of the insert. Inserts should also allow for the .125 inches to grind off the binding edge (spine) of the magazine.

PERFORATIONS

Perforations must be at least .5 inches from the binding edge, and should be 60% paper and 40% air.

QUANTITY AND SHIPPING

The supply of inserts should be at least 3% more (1,500 minimum) than the total quantity to be inserted into the magazine. Contact Eric Kolb, Production Director, to verify current print order. Shipments should be clearly marked for Private Clubs Magazine, along with issue and quantity, and shipped prepaid to:

RR Donnelley
One Shenandoah Valley Drive
Strasburg, Virginia 22657
Attention: Tina Clutter. Phone: 540.465.6564

APPROVALS AND ADDITIONAL INFORMATION

For supplied inserts, provide a sample or mock-up prior to closing. For insert approvals or additional information, contact Eric Kolb, Production Director, at eric.kolb@clubcorp.com or 972.888.7581.

Private Clubs Magazine
3030 LBJ Freeway
5th Floor
Dallas, Texas 75234
Attention: Eric Kolb. Phone: 972.888.7581