

## Capabilities

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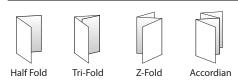
**Booklets:** catalogs, brochures, proposals, pitch books, and presentations; saddle-stitched, wire-o, or plastic-spiral bound.

- Sales and marketing collateral: brochures, catalogs, sell/spec/ product sheets, price/part lists, take ones, and leave-behinds
- **Direct Mail:** postcards and self mailers that are addressed (and personalized!) as we print; with or without flood UV coating
- **3-Ring Binders:** text pages, tabs, and cover inserts that we print in collated order, drill, tab-cut, and place into binders.
- Labels: kiss-cut or trimmed, personalized or addressed if you need it.
- **Event marketing materials:** invitations, save-the-date postcards, announcements and programs.
- **Trade show and conference materials:** postcards, self mailers, invitations, save-the-date cards, announcements, tickets, gift certificates, awards, labels, and name badges.
- **Personalized and numbered items:** postcards, self mailers, invitations, save-the-date cards, announcements, tickets, gift certificates, awards, labels, and name badges.
- **Point-of-Sale:** counter cards, table tents, posters, door hangers, menus, and shelf talkers.
- **Calendars:** saddle-stitched, wire-o, plastic-spiral bound, or placed into calendar jewel cases; can be personalized or include dealer/distributor versioning.

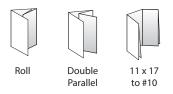
Press kits and media relations materials

- **Investor relations materials:** private placement memos, annual reports, proposals, meeting agendas, and announcements.
- **Newsletters:** in-house and/or customer focused communication such as training information, scheduling and announcements.
- Training and development materials
- **Business Cards:** printed one or two sides, coated or uncoated cover stock.
- Greetings cards: holiday cards, note cards, and change of address announcements.
- **Software packaging/documentation:** manuals, jewel case inserts, tray cards, labels, cd mailers
- **Trial or test-marketing runs:** of projects you'll print after evaluation or as you gauge response.
- Menus: Customize specials, new items and price changes on durable stocks
- **Numbering:** contracts and invoices. Numbering is an effective way to maintain accurate records and improve organization.
- NCR: invoices, service memos, contracts, and score pads
- Cd and Dvds: replication and duplication
- Pocket folders: Handout, display, educational materials
- Laminated Cards: signs, tags, coupons, loyalty cards
- Textbooks: class materials, rebinds, outlines and testing manuals
- Variable data publishing: subscriptions, one-to-one marketing, security numbering, bar coding and personalization.

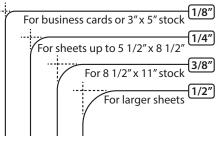
<sup>\*</sup> All of our printing devices accept files from major applications, and are outfitted for our Adobe Acrobat<sup>®</sup> .pdf workflow and variable data applications.



**Folding:** commercial-class Baum Folder with right-angle and attachments for speed and precision in numerous formats.



**Round cornering:** Unlike some other premium shapes and materials, rounded corners are a great way to add IMPACT.



**Scoring and/or Perforating:** Traditional rotary scoring machines use circular blades that are in constant motion and this creates a ploughing action that actually cuts through the top fibers of the paper or card in order to create a score, encouraging cracking. In contrast, our Morgana AutoCreaser Pro employs a unique creasing rule that eliminates tearing and, therefore, cracking.

**Laminating:** The primary purpose of laminating is to embellish or protect printed documents or images. Finishes are satin, gloss and matte.



**Stitching:** whether you need saddle-, corner- or side- or hand-stitching, if its a booklet held together with staples, we can produce it.



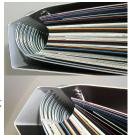




Saddle Stitch

**Hidden Wire-o Binding:** For those who want the added benefit of visibility and a more professional look-and-feel, hidden

wire-o delivers. The overall look of the piece: very sleek, refined. In fact, from the bookshelf, it resembles the look of perfect binding.



**Chicago Screws:** a creative way to bind high impact booklets or swatch sets, plastic or metal.



**Grommeting** perfect for gift tags or anything in need of a secure fixture.

**Padding:** used in Bindery to hold books or sets together by an adhesive compound

spread across the edge of the sheets. The standard number of sheets per pad is 25, 50, or 100, but a different number of sheets per pad may be selected.





**Plastic Spiral Binding:** for durable high page count booklets that lay flat





Plastic Coil 2 Side Stitch 1 Side Stitch

**Wire-O binding:** fast east way to bind booklets we print in collated order – and

a great way to bind high page count projects that must lay flat



**Perfect Binding :** (also known as paperback) Perfect binding works on publications with at least 30 sheets and



will accommodate bound books from 1/8" to 1 1/2" in thickness. The procedure involves adhesive, which is glued along the edges of the text sheets and binds the text to a wraparound cover. The cover can also have text on the spine if you so desire. This type of binding is good for books that don't need to lay flat.



**Drilling:** A paper drill produces very clean and precisely-placed holes. It can penetrate through hundreds of sheets at once. It can also be set up to create multiple holes in one pass.