

Items That May be Placed on or in Books

ITEM	APPROVED USE	SPECS	ORDERING INFO/COST	VENDOR(S)
Bookjackets	For use on all levels of collections materials.	<p>Clear polyethelene cover that envelops entire book without adhesive. Can be removed or replaced without damaging the endsheet of the book, the book cover or the dust jacket.</p> <ul style="list-style-type: none"> • Mini pouches 9.84" high with maximum wrap size of 12.99 inches. • Standard pouches 12.6" high with maximum wrap size of 19.29 inches • Big pouches 17" high with maximum wrap size of 24.75 inches <p>Requires CoLibri machine</p>	<ul style="list-style-type: none"> • Machine - \$1,985 • Mini & standard pouches - \$.75 each sold in quantities of 250. • Big pouches - \$.85 each sold in quantities of 125. <p>Before ordering contact the Preservation Department.</p>	<p>Bookbinding Systems Co. 24 Varick Street P.O. Box 498 New York, NY 10014-0498 Phone(212) 627-9280 info@bsc-ny.com Representative: Richard Seredinsky</p>
Marker – Sharpie Permanent Marker	Used for <u>permanent</u> marking of materials or writing call numbers on slips that are used in special collections volumes in place of call number labels.	Composition – n-propanel, n-butanol, diacetone alcohol, isopropyl alcohol, ethanol	Selection on page 790-791 of catalog, number varies depending on point/color, cost 1.15 each.	Corporate Express 1.888.238.6329 www.CorporateExpress.com
Plastic Pockets – to be used with Date Due Slips	General collections materials. These should be considered permanent. Holds Orbis date due slip.	Clear polyethelene with a self-adhesive backing. The plastic is inert and the adhesive is stable.	Item name: Perfect Pocket Cost \$14.79 for a box of 500. The following are needed when ordering: Part # 123BPBX Priority Code EAI	Gaylord Brothers Box 4901 Syracuse NY 13221-4901 Phone – for orders: 1-800-448-6160 Fax: 1-800-272-3412 www.gaylord.com Use priority code EAI for discount
Receipt Tape	Temporary slip inserted into pocket.	3.25" both one and two ply	Ithaca – Cases of 50 One ply SPE-325X31PB - \$48.00 Two ply SPE 325 2BP \$64.00	POS Printer Supplies
Security Strips, Tattle Tape	Recommend using strip with adhesive on only one side even for those put into gutter of book.	Produced by 3M – B2 Security Strips Ultra thin strips that fit deeply in gutter 6 ½" long.	Gaylord cost \$171.90 for box of 1000 - To receive pricing reference Gaylord Priority Code EAI Cost \$156 from Demco Cost \$152.73 from Brodart – under the "select account"	Gaylord Brothers Box 4901 Syracuse NY 13221-4901 Phone – for orders: 1-800-448-6160 Fax: 1-800-272-3412 www.gaylord.com Use priority code EAI for discount Demco Brodart

ITEM	APPROVED USE	SPECS	ORDERING INFO/COST	VENDOR(S)
Se-lin Labels	Call number spine label for general collections materials.	Composite label with a heat activated acrylic adhesive	For discount information contact: Linda Coddington linda.coddington@gaylord.com Phone 1-800-345-5330	Gaylord Brothers Box 4901 Syracuse NY 13221-4901 Phone – for orders: 1-800-448-6160 Fax: 1-800-272-3412 www.gaylord.com Use priority code EAI for discount
Spine Labels – Foil Back	Call number spine label for general collections materials.	OCLC Foil Back Label Carrier Width 5" Pin feed – Ctr. to Ctr. 4 ½" Spine Labels 1 3/8" X 9/10" 1 5/8" X 2 9/10" Circulation Label 1 3/8 X 2 9/10" Book Pocket Label 1 5/16" X 2 9/10" Horizontal perforation 3" Paper and acrylic adhesive are pH-neutral	Gaylord Computer Sets DY-7007 1,000 sets per package Cost \$36.02 per package Reference Gaylord Priority Code EAI	Gaylord Brothers Box 4901 Syracuse NY 13221-4901 Phone – for orders: 1-800-448-6160 Fax: 1-800-272-3412 www.gaylord.com Use priority code EAI for discount
Spine Label Covers	Protect call number information on foil backed labels.	1 ½" X 2" (other sizes available) Permanent UV inhibitors Acrylic coated adhesive will not attack print or cause labels to become yellow or brittle, Split back liner.	Called Gaylord Ultra-saver label protectors #T821 Come in packages of 500 Cost - \$15.10 per package (price drops for quantity orders)	Gaylord Brothers Box 4901 Syracuse NY 13221-4901 Phone – for orders: 1-800-448-6160 Fax: 1-800-272-3412 www.gaylord.com Use priority code EAI for discount
Vernon Laser Labels	To temporarily label a book. Labels leave a varying amount of adhesive which can easily be removed with a white vinyl eraser. Not recommended for use on plain paper covers or leather bindings.	7/8X 1 ½" Poly	48 to sheet, 25 sheets per package - #SLLZ4825, MR#41910	Vernon Library Supplies Phone: 800-878-0253 Fax: 800-466-1165 www.vernlib.com
Wite Out Correction Film	To permanently modify call numbers, such as blocking out a location that is no longer valid.	Comes in Pen – 1/5" X 6.6 yds 2 layers – adhesive layer is an acrylic based polymer and white coating is pigments, resins and dispersing agents. Tested in Conservation Lab - Dry Oven Aged, 2/3-10/04 80° C ± 5° C ≅ 70 years	BIC product - #50743 Corporate Express # BICWOELP11	Corporate Express 1.888.238.6329 www.CorporateExpress.com