

REDUCE THE EXTRA COSTS FOR ADDITIONAL RUNS

From the pages originally estimated

Save Production Time

1. Print the commentaries on one side (Recto side only) of each sheet with all the information required on one side of the sheet. Print in one color.

There are extra costs for printing on the 'verso' side of each sheet. The job was figured at a per 'page' price - not a per sheet price.

Presently, from the last discussion some 38 extra press runs would be required.

2. Go through the list and consolidate any other new or extra pages whereby several pieces of copy can be combined onto one page so to speak.
 - a. Print the List of Plates with the Table of Contents - if possible. This would eliminate an extra press run.
 - b. Place the Dedication page and the Acknowledgment page on one page (one side of one sheet)
 - c. Print John Graves Essay on two sides of each sheet rather than on 1 side of each sheet.
 - d. Go through and eliminate any other separate sheet/or pages to help hold down any extra charges for press runs not required.