



## Instructions for applying Save-A-Page Insertion Strips

1. Cut two (2) strips to the exact length of the page. Remove narrow channel backing in the center of each strip.
2. Align strips “Back to Back” and press channels of exposed adhesive together using finger tips. Seal the strips to each other by ironing the channels with the tip of a plastic bone folder or other similar object. (Illustration 1)
3. Fold Tabs “A” & “B” back as shown in Illustration 2.
4. Peel the backing sheet back 3/4" from both ends of Tab “A” and press the page insertion strip into the space which held the loose page. (Illustration 3). By exposing the adhesive on the ends only, the tab can be adjusted and pressed into the binding as far as possible. Once the strip is properly in place remove the remaining backing sheet from Tab “A” and press onto the page.
5. Remove the backing from Tab “B” and press onto the opposite page. The results of steps 1–4 will be a groove formed by Tabs “C” & “D” which will hold the loose page in place. (Illustration 4).
6. Trim 3/16" from the inside edge of the loose page.
7. With the backing sheet still in place insert the page into the pocket and align it properly. Holding the page firmly in place against Tab “D”, remove the backing sheet from Tab “C” and press onto the loose page. Remove the backing sheet from Tab “D” and press onto the opposite side of the page.
8. Trim the outside edge of the page if necessary.

**CAUTION:** This product could ruin valuable publications if not used properly. It is not recommended that this product be used on such documents unless the user is experienced in its proper application.

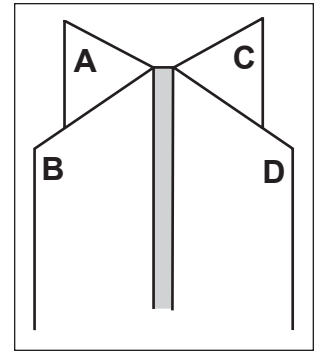


Illustration 1

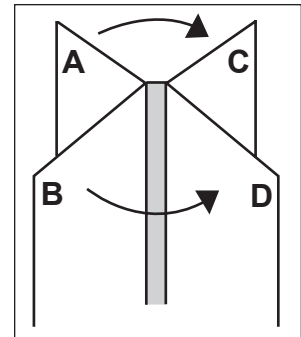


Illustration 2

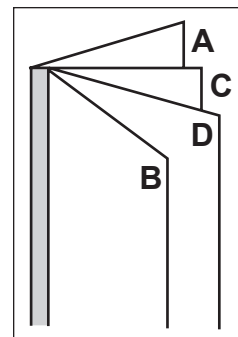


Illustration 3

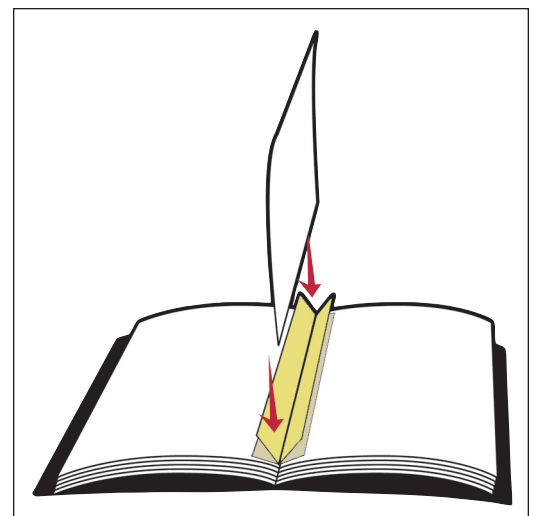


Illustration 4