

**Binding Inspection Form**

Instructions: Check box, and insert streamer into volume. Place those with other than cosmetic errors aside.

**Mistakes:**

- Wrong Spine Information
- Covers Switched
- Mis-collated Pages/Issues
- Wrong Edge Bound
- Text Block Upside Down
- Instructions Not Followed

Specify: \_\_\_\_\_

**Cosmetic Problems:**

- Flaws in Covering Material
- Lettering Mis-positioned
- Squares Overly Wide/Narrow
- Text Block Nicked or Burred
- S. Lining Too Long
- S. Lining Crooked
- Turn-ins Uneven, Crooked, etc.
- End Papers Not Smooth
- End Papers Torn
- Leaves Stuck Together

**Structural Problems:**

- Joints Not Parallel, Even, Etc.
- Joint/Hinge Adhesion Bad
- Spine Not Properly Shaped
- S. Lining <1" on Boards
- S. Lining Too Short > 1/2"
- S. Lining Not Adhered Well
- Text Block Crooked
- Text Block Not Flush >3" thick
- Text Trimmed
- Text Invaded by Glue/Sewing
- Text Obscured by Glue
- Foldouts Bound In
- Sewing Loose
- Endsheets Poorly Attached
- Other: \_\_\_\_\_

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