

**U.S. Government Printing Office
Desktop Publishing - Disk Information**

*This form should be completed and submitted with the electronic media,
visual(s), camera copy, if any, and the SF-1 or GPO Form 2511.*

FOR GPO USE
Jacket no. _____
Program no. _____
Print order no. _____

1. Customer

Agency/Department _____ Date _____
Job title _____
Agency requisition no. _____ Program no. _____ Print order no. _____
Name of person completing form _____ Phone no. _____
Desktop publishing technical contact _____ Phone no. _____

2. Requested Output

GPO/contractor to output as required for printing requested
 Output as follows: Output resolution _____ Paper Film Laser proofs/no. of sets _____
Pages to be output _____ Total no. of pages to be output _____
(Other) _____

3. Computer, Operating System, and Media

IBM® or compatible with DOS® version _____ Windows® version _____
 Macintosh® Model _____ With system _____
 Other (Unix®, OS/2®, etc.) Describe _____
Media type: 3 1/2" floppy disk(s) 5 1/4" floppy disk(s) Quantity _____
Other (describe including size and quantity) _____

4. Software

Name of page layout (or other "main") program used _____ Version _____
Name(s) of program(s) used for illustrations _____ Version _____
Name(s) of other program(s) used _____ Version _____
_____ Version _____
 continued in block 10 or on an attachment
File(s) supplied in: Program format PostScript format Both formats

5. Font(s) - List all fonts used in the file(s) to be output

Font name(s) and weights (light, compressed, etc)	Font manufacturer (Adobe, Bistream, etc.)
_____	_____
_____	_____
_____	_____

continued in block 10 or on an attachment

Are all custom letter spacing or kerning files included? Yes No
Have you included all printer and screen fonts? Yes No
If not, explain _____

6. Visuals Submitted

Have you included a visual (laser or other proof) of all pages and illustrations? Yes No
Was the visual made at less than 100% in order to show bleeds? Yes No
Does the visual clearly show color breaks? Yes No
Was the proof made on a printer using HP brand PCL language or PostScript language? PCL PostScript

See reverse for required file and color information.

