

ROLL PAPER SPECIFICATIONS



SECTION B - PLANT SPECIFIC INFORMATION

Version 5.9 : February 11, 2020

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NOTICES

To the extent that any specification included on a Purchase Order conflicts with any specifications contained herein, the Purchase Order shall govern.

To the extent that any specification contained in Section B of this document is in conflict with Section A, Section B shall prevail.

Global Engineering and Process
Michael Bengtson
Email: mike.bengtson@lsc.com
Phone: 630.688.1508

NOTICES

Any deviations from these specifications must be approved by the plant prior to placing an order. Paper not meeting these specifications is subject to rejection or additional charges determined by the plant.

Paper that has been rejected by any other printer or plant must have pre-approval by the receiving plant prior to shipping. Paper arriving without pre-approval is subject to rejection by the plant.

All paper supplied must include the following information: original manufacturer, original manufacturing date and original grade name and original OEM roll number. No exceptions will be allowed. Paper arriving without this information will be rejected by the plant.

Paper ordered must comply with all aspects of the current version of the LSC Communications Paper Specifications - Section A and Section B.

Paper mills must accept digital data, video and photos as evidence of a paper defect where the defect or characteristics of the defect are shown in the media type provided.

ADDRESSES

Mail, Deliveries: 1300 Sauk Avenue, Baraboo, WI 53913

CONTACTS

<u>Responsibility</u>	<u>Name</u>	<u>Phone</u>	<u>Fax</u>	<u>Email</u>
Paper Coordinator, Expeditor, PMT Contact	Deb Rinderman	608.355.3672	608.355.3613	debra.l.rinderman@lsc.com
Deliveries	Phil Wenzel	608.355.3654	608.355.3613	phillip.j.wenzel@lsc.com
Manifests	Bruce Benson	608.355.3640	608.355.3703	bruce.w.benson@lsc.com

PAPER ORDER INFORMATION

Manifests should be emailed to Bruce Benson.

OA's and purchase orders should be emailed to Deb Rinderman.

EMBARC Ship To Code: RRD6071

Rail Carrier : Wisconsin and Southern

APPOINTMENTS

Appointments required for truck deliveries. Receiving hours are between 7:00am-5:00pm Monday through Friday (Except Holidays).

Appointments are to be made with Phil Wenzel between 8:00am-5:00pm Monday through Friday at (608) 355-3612. Railcars are received 24 hours a day.

DIRECTIONS

From the West, (LaCrosse) take I-90/94 East to exit #92 – Lake Delton, Hwy 12 East. Turn right onto Hwy 12 East. Take Hwy 12 East to Baraboo to the first set of stoplights on the corner of Hwy 12 and Hwy 33. Proceed on Hwy 12 East 8/10 of a mile and turn left onto Sauk Avenue, RR Donnelley is on the left. Go to the second plant entrance, the paper receiving docks are on the left. Dock doors 2, 3, and 7.

From the East, (Milwaukee) take I-94 west to Madison and turn right at the Wisconsin Dells exit. I-94 will merge with I-90 at this exit. Take I-90/94 west to exit #106 – Baraboo/Portage exit, Hwy 33. Turn right heading west on Hwy 33 for 13 miles to Baraboo. Stay on Hwy 33 though Baraboo; turn left at the fourth stoplight onto Hwy 12 East. Proceed 8/10 of a mile and turn left onto Sauk Avenue; RR Donnelley is on the left. Go to the second plant entrance, the paper receiving docks are on the left. Dock doors 2, 3, and 7.

From the South, (Madison) follow directions “From the East” beginning at I-90/94 west or take Hwy 12/18 west around Madison. Remain on Hwy 12 west to second set of stoplights in Baraboo on the corner of County W and Hwy 12 west. Proceed on Hwy 12 west 1/10 of a mile and turn right onto Sauk Avenue; RR Donnelley is on the left. Go to the second plant entrance, the paper receiving docks are on the left. Dock doors 2, 3, and 7.

VEHICLE SPECIFICATIONS

<u>Mode</u>	<u>Overhead Clearance</u>	<u>Maximum Height</u>	<u>Maximum Length</u>	<u>Inside Clearance</u>
Truck	6"	108"		96"
Rail	6"	120"		96"

Baraboo Continues On Next Page

ROLL SPECIFICATIONS

<u>Press</u>	<u>Roll Diameter</u>	<u>Maximum Width</u>	<u>Maximum Weight</u>	<u>CCTI Code</u>	<u>Core Type</u>
M-1000	50" Max / 48" Min	37.0"	3,600 lbs		FP w/plugs
M-1000BE	50" Max / 48" Min	34.0"	3,527 lbs		FP w/plugs
M-3000	50" Max / 48" Min	52.0"	5,200 lbs		FP w/plugs
S-2000	50" Max / 48" Min	37.0"	3,527 lbs		FP w/plugs
S-3000	50" Max / 48" Min	56.0"	5,290 lbs		FP w/plugs

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ADDRESSES

Mail: 1009 Sloan Street, Crawfordsville, IN 47933

South Plant Deliveries: State Road 32 West, Crawfordsville, IN 47933

North Plant Deliveries: 1000 W. Jennison, Crawfordsville, IN 47933

CONTACTS

<u>Responsibility</u>	<u>Name</u>	<u>Phone</u>	<u>Fax</u>	<u>Email</u>
Paper Coordinator, Deliveries	Lori Jones	785.364.3067	765.364.3499	
Material Analyst, Expeditor	Caren Branson	765.364.3790	765.364.2531	
Material Analyst, Expeditor	Donna Foster	765.364.3446	765.364.2531	
Material Analyst, Expeditor	Dan Berninger	765.364.3867	765.364.2531	
Material Analyst, Expeditor	Amanda Coffin	765.364.3084	765.364.2531	

PAPER ORDER INFORMATION

Manifests for the north and south plant should be faxed to 765.364.3499. Order Acknowledgements and Furnished PO's should be faxed to 765.364.3397.

TRANSPORTATION INSTRUCTIONS

IoT is very important that truck drivers have the correct plant address. North and South plant addresses are listed above.

Rail carrier is CSXT.

APPOINTMENTS

Truck deliveries by appointment only by calling 765.364.3067.

Delivery hours are Monday-Friday 0700 to 2200.

Weekends by special appointment only.

DIRECTIONS

Call 765.362.1300 and select option #3 for directions.

VEHICLE SPECIFICATIONS

<u>Mode</u>	<u>Overhead Clearance</u>	<u>Maximum Height</u>	<u>Maximum Length</u>	<u>Inside Clearance</u>
Rail	12"	13'	59'	
Truck	12"			18"

Crawfordsville Continues On Next Page

ROLL SPECIFICATIONS

Press	Roll Diameter	Max Width	Max Weight	CCTI Code	Core Type
210/211/212	50" Max / 48" Min	48"	4,000 lbs	3-F9	Plain Fiber Core, No Slots, No End Caps
213/214/215	50" Max / 48" Min	66"	4,000 lbs	3-F9	Plain Fiber Core, No Slots, No End Caps
217	50" Max / 48" Min	35"	3,600 lbs	3-F9	Plain Fiber Core, No Slots, No End Caps
260/261	50" Max / 48" Min	35.5"	3,000 lbs	3-M6	Plain Fiber Core, No Slots, No End Caps
263	50" Max / 48" Min	34"	3,000 lbs	3-F9	Plain Fiber Core, No Slots, No End Caps
264	50" Max / 48" Min	26"	3,000 lbs	3-F9	Plain Fiber Core, No Slots, No End Caps
268/273/276	50" Max / 48" Min	63.5"	4,000 lbs	3-F9	Plain Fiber Core, No Slots, No End Caps
269	50" Max / 48" Min	49"	4,000 lbs	3-F9	Plain Fiber Core, No Slots, No End Caps

NOTICES

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Paper ordered must comply with all aspects of the current version of the LSC Communications Paper Specifications - Section A and Section B.

Paper mills must accept digital data, video and photos as evidence of a paper defect where the defect or characteristics of the defect are shown in the media type provided.

ADDRESSES

Mail: 3201 Lebanon Road, Danville, KY 40422-9604

Deliveries: Provided on Purchase Order

CONTACTS

Responsibility	Name	Phone	Fax	Email
Paper Coordinator, Material Analyst	George Stratton	859.238.2458	859.238.2530	george.stratton@lsc.com
Expediter	Rodney Marlow	859.238.2633	859.238.2530	rodney.marlow@lsc.com
Deliveries, Appointments	Adriane Jones	859.936.0608	859.238.2530	adriane.jones@lsc.com
Claims	Brandon Long	859.238.2534	859.238.2530	brandon.b.long@lsc.com

GENERAL INFORMATION

EMBARC Ship To Code: RRD0271

Rail Carrier: Norfolk Southern

PAPER ORDER INFORMATION

Manifests should be faxed or emailed to Adriane Jones. Order Acknowledgements and Purchase Orders should be faxed or emailed to George Stratton. See contact information above.

APPOINTMENTS

Appointments are required for all truck deliveries. Receiving hours are 24 hours a day, Monday through Friday, except holidays.

Appointments are to be made with Adriane Jones between 0800-1600 hours Monday through Friday at 859.936.0608.

Rail deliveries are received 24 hours a day.

DIRECTIONS

From the West, (Louisville, Ky.) Take I-64 East to exit #53A (Rt. 127) and go right (South) to the first stoplight, (Rt. 127) and turn right. Take 127 South By-pass to Danville. Turn right at the second stoplight (Rt. 34) in Danville, and go to the second plant entrance on the left. Go to the east side of the plant to dock #18 or #19.

From the North, (Cincinnati) take I-75 South to I-64 West and go to exit #53A (Rt. 127) and take 127 South By-Pass to Danville to Rt. 34. Turn right at the second stoplight (Rt. 34) in Danville, go to the second plant entrance on the left. Go to the east side of the plant to dock #18 or #19.

From the East, take I-64 west to exit #53A and proceed South on 127 South By-Pass to Danville to Rt. 34. Turn right at the second stoplight (Rt. 34) in Danville, go to the second plant entrance on the left. Go to the east side of the plant to dock #18 or #19.

From the South, take 127 north to Danville; turn left on 127 North By-Pass/150 North By-Pass and go four stoplights to Rt. 34. Turn left (west) and go to the second plant driveway (LSC). Go to the east side of the plant to dock #18 or #19.

Tennessee, take I-75 north to exit # 59 and take Rt. 150 North/West to Danville. Stay on Rt. 150 North By-Pass for six stoplights to Rt. 34 and turn left. Go to the second plant drive on the left (LSC). Go to the east side of the plant to dock #18 or #19.

Danville Continues On Next Page

VEHICLE SPECIFICATIONS

Division cannot take and does not have capability to unload short height containers. Inside clearance must be 96".

<u>Mode</u>	<u>Overhead Clearance</u>	<u>Maximum Height</u>	<u>Maximum Length</u>	<u>Inside Clearance</u>
Rail	6"	204"	60'	
Truck	6"	120"		

ROLL SPECIFICATIONS

<u>Press</u>	<u>Roll Diameter</u>	<u>Maximum Width</u>	<u>Maximum Weight</u>	<u>CCTI Code</u>	<u>Core Type</u>
M-1000	50"	37.25"	3,500 lbs	3-M6	FP w/plugs
M-3000	50"	52.5"	5,500 lbs	3-H12	FP w/plugs
S-3000	50"	71"	6,100 lbs	3-H12	FP w/plugs

Inability to comply with the specified roll diameter must be approved by the plant. Please contact George Stratton.

NOTICES

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Paper ordered must comply with all aspects of the current version of the LSC Communications Paper Specifications - Section A and Section B.

Paper mills must accept digital data, video and photos as evidence of a paper defect where the defect or characteristics of the defect are shown in the media type provided.

ADDRESSES

Mail: 801 N Union, Dwight, IL 60420-9607
 Deliveries: Route 47 South, Dwight, IL 60420

CONTACTS

<u>Responsibility</u>	<u>Name</u>	<u>Phone</u>	<u>Fax</u>	<u>Email</u>
Paper Coordinator	Julie Schuler	815.584.4314	815.584.4204	
Paper Coordinator	Pam Rogers	815.584.4386	815.584.4204	
Expediter, Deliveries	Craig Thomas	815.584.4265	859.238.2530	

GENERAL INFORMATION

EMBARC Ship To Code: (Division Warehouse) RRD0091

EMBARC Ship To Code: (Diversified Paper, Cicero, IL) RRD0092

Rail Carrier: Norfolk Southern

Each shipment MUST have a packing slip or manifest. Copy of shipping memo and bill of lading must accompany each truck shipment.

PAPER ORDER INFORMATION

Manifests, Order Acknowledgements and Purchase Orders should be faxed or emailed to Craig Thomas. See contact information above.

APPOINTMENTS, DELIVERY INFORMATION

Deliveries by appointment only. Call 815.584.4265 between 0600-1400 hours to make an appointment.

Plant requires PO number and size information to schedule appointment.

Rail Deliveries: Division switch dates are Mondays, Wednesdays and Fridays. Paper due dates are on switch days. Orders are not to be delivered any more than one switch date prior to the due date without prior arrangements.

Truck Deliveries: Monday through Friday appointments only. All deliveries must know their appointment number.

VEHICLE SPECIFICATIONS

Rail cars must be loaded so they can be unloaded from both sides.

<u>Mode</u>	<u>Overhead Clearance</u>	<u>Maximum Height</u>	<u>Maximum Length</u>	<u>Inside Clearance</u>
Rail	6"			
Truck	6"			

Minimum trailer door height must be 93".

ROLL SPECIFICATIONS

<u>Press</u>	<u>Roll Diameter</u>	<u>Maximum Width</u>	<u>Maximum Weight</u>	<u>CCTI Code</u>	<u>Core Type</u>
915	50"	81"	5,500 lbs	HQ 5	FP No Slots, No Plugs, No Inserts
	50"	Over 70"	4,500 lbs	3-F9	FP No Slots, No Plugs, No Inserts
	45"	Less Than Or = 70"	3,500 lbs	3-F9	FP No Slots, No Plugs, No Inserts

3" plain fiber cores are required on all orders. ID target = 3.00", minimum core wall thickness = 0.625"

Inability to comply with the specified roll diameter must be approved by the plant..

Dwight Continues On Next Page

SHEET STOCK SPECIFICATIONS

SKID PACKING/LABELING SPECIFICATIONS :

Each skid to be labeled on each side of skid with the printer PO number, grade info (C1S, C2S, etc), sheet size, skid weight (M weight and net weight), skid number and total number of sheets per skid.

Maximum skid height = 36"(including skid).

Weight of skid to NOT exceed 3,500 pounds.

Stock to be packed coated side up if coated on one side.

Two (2) tiers. Wrap both tiers as one (stretch and Kraft wrap).

No edge protectors.

Plastic Bands Only – NO METAL BANDS.

31.75" SPECIFICATIONS :

Pallets and tops must be of sufficient size to accommodate a minimum of 28" between skid runners. Runners are to be placed flush to the sides of the skid. The skids will be 34-1/4" wide to ensure 28" between the runners.

SKID CONSTRUCTION SPECIFICATIONS :

Skid/pallet to have solid runners – two entry.

Minimum of 29" between runners (see 31-3/4" specs for exceptions).

Runners inset minimum of 1-1/2" from outside edge of skid bottom (see 31-3/4" specs below for exceptions).

Runners to always be on the long side.

Picture frame top/lid.

Four (4") clearance between floor and skid (runners must be a minimum of 4" high and 1-3/4" wide).

NOTICES

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Paper mills must accept digital data, video and photos as evidence of a paper defect where the defect or characteristics of the defect are shown in the media type provided.

ADDRESSES

Mail, Deliveries: 2347 Kratzer Road Harrisonburg, VA 22802-8303

CONTACTS

<u>Responsibility</u>	<u>Name</u>	<u>Phone</u>	<u>Fax</u>	<u>Email</u>
LSC Paper Coordinator	Karen Lokey	540.432.5407	540.432.5492	
Customer Paper Coordinator	Ashley Messina	540.432.5447	540.432.5492	
Deliveries	Jim Miller	540.432.5353	540.432.5492	

PAPER ORDER INFORMATION

Manifests, Order Acknowledgements and Purchase Orders should be faxed to 540.432.5492.

DELIVERY INFORMATION

Appointments are required for all truck deliveries. Receiving hours are 24 hours a day, Monday through Friday, except holidays. Weekends by special appointment only.

Call for appointments Monday through Friday, 7:00am to 3:00pm at 540.432.5353.

No rail facilities.

DIRECTIONS

From Interstate 81, coming from the north or the south, take exit 251. From exit 251 turn left onto Rt 11 (Main St) and go approximately 2 miles until the first stoplight. At the stoplight turn right onto Mt Clinton Pike. Follow Mt Clinton Pike to the next stoplight. Turn right at the stoplight onto north Liberty St (Kratzer Road). LSC is located approximately 0.75 miles down north Liberty St (Kratzer Rd).

For more information call security at 540.432.8833.

VEHICLE SPECIFICATIONS

Division cannot take and does not have capability to unload short height containers. Inside clearance must be 96".

<u>Mode</u>	<u>Overhead Clearance</u>	<u>Maximum Height</u>	<u>Maximum Length</u>	<u>Inside Clearance</u>
Truck	10"	10" From Roof		

* Last two rolls in truck must not be double decked.

ROLL SPECIFICATIONS

<u>Press</u>	<u>Roll Diameter</u>	<u>Maximum Width</u>	<u>Maximum Weight</u>	<u>CCTI Code</u>	<u>Core Type</u>
	50"	33"	2,500 lbs	4	Plain Fiber Core, No Slots, No Caps, Plugs Opt.
Timson Press	50"	53"	3,500 lbs	4	Plain Fiber Core, No Slots, No Caps, Plugs Opt.

* Two rolls per package required on roll widths of 30" or less.

* Minimum roll diameter 40".

NOTICES

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ADDRESSES

Mail, Deliveries: 1025 Willow Spring Road Harrisonburg, VA 22801

CONTACTS

<u>Responsibility</u>	<u>Name</u>	<u>Phone</u>	<u>Fax</u>	<u>Email</u>
LSC Paper Coordinator	Karen Lokey	540.432.5407	540.432.5492	
Customer Paper Coordinator	Ashley Messina	540.432.5447	540.432.5492	
Deliveries	Jim Miller	540.432.5353	540.432.5492	

PAPER ORDER INFORMATION

Manifests, Order Acknowledgements and Purchase Orders should be faxed to 540.432.5492.

DELIVERY INFORMATION

It is very important that truckers have the correct Harrisonburg Plant and address. See specifications and information for the Harrisonburg North Plant for different address, contacts, and roll specifications. This is information for the Harrisonburg South Plant only.

Appointments are required for all truck deliveries. Receiving hours are ?? Times, Monday through Friday, except holidays. Weekends by special appointment only.

Call for appointments Monday through Friday, 7:00am to 3:00pm at 540.432.5353.

No rail facilities.

DIRECTIONS

From Interstate 81, coming from the north or the south, take Exit 243. Take Rt 11 north to first stop light. Make right at stop light onto Pleasant Valley Road. Go approximately 1.5 miles and make left onto Willow Spring Road. Cross railroad tracks and turn right in parking lot and follow around to dock doors in back of building.

For more information call security at 540.564.3900.

VEHICLE SPECIFICATIONS

Division cannot take and does not have capability to unload short height containers. Inside clearance must be 96".

<u>Mode</u>	<u>Overhead Clearance</u>	<u>Maximum Height</u>	<u>Maximum Length</u>	<u>Inside Clearance</u>
Truck	10"	10" From Roof		

* Last two rolls in truck must not be double decked.

ROLL SPECIFICATIONS

<u>Press</u>	<u>Roll Diameter</u>	<u>Maximum Width</u>	<u>Maximum Weight</u>	<u>CCTI Code</u>	<u>Core Type</u>
17	50"	47"	5,000 lbs		
22, 23	50"	40"	3,000 lbs		
24	50"	53.25"	4,720 lbs		
25	50"	53.25"	5,000 lbs		
30	50"	48"	4,000 lbs		

* Two rolls per package required on roll widths of 30" or less.

* Minimum roll diameter 40".

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ADDRESSES

Mail (Main Plant): 2500 Marion Drive, Kendallville, IN 46755

Deliveries (Warehouse): 3094 Lester Drive, Kendallville, IN 46755

CONTACTS

Responsibility	Name	Phone	Email
Paper Procurement	Barb Miller	920.486.2544	barb.j.miller@lsc.com
Usage Coordinator	Melinda Carter	260-349-6834	melinda.s.carter@lsc.com
Warehouse Coordinator / Deliveries	Christopher Wilson	260-349-6352	christopher.m.wilson@lsc.com
Delivery Appointments		260-349-6359	
Emergencies/After Hours		260-347-3044 ext 6814 (Pressroom)	

PAPER ORDER INFORMATION

Manifests, order acknowledgements and purchase orders should be emailed to one or more of the paper contacts listed above.

APPOINTMENTS

Appointments can be scheduled between 8:00 AM and 5:00 PM; Monday thru Friday Eastern Time @ 260-349-6359. Standard delivery hours are 7:30 AM to 6:00 PM Monday thru Friday Eastern Time. 24/7 unloading available with appointment if required.

Railcars are spotted on Tuesday and Thursday only. All railcars must be preceded by an advanced ship notice. E-mail to one of the addresses listed.

All trucks are to have a delivery appointment. When calling for an appointment, have the following information available: mill shipment of origin, carrier, paper width, basis weight, type of paper and if available owner of paper and purchase order.

TRANSPORTATION INSTRUCTIONS

All trucks are to report to the paper warehouse for unloading. Drivers should have a copy of the BOL and Manifest when checking in to the Paper Warehouse. Trucks may be instructed to unload at the main plant if production requires the paper quickly. The main plant is 1.25 miles from the warehouse.

Trucks: Plant cannot take short cube containers due to mast height. Inside door height must be a minimum of 96". All docks are equipped with dock locks so the ICC bar must be usable. We prefer the paper does not ship in refrigerated trailers. Leave 2' of clear space at the back of trailers for dock plates.

All Railcar deliveries are to the paper warehouse only. Rail carrier is Norfolk Southern Rail address is E34. A manifest of contents must accompany each shipment.

Railcar: The plant strongly recommends that mills do not use bulkhead doors. Railcars must be loaded so they can be unloaded from either side and so that a 10' dock board can be inserted 6" in either side of the car. Rolls should be loaded on centerline. Hi cube cars are acceptable. If a railcar must be turned for safe unloading there will be a \$700 charge for turning the car.

DIRECTIONS

We are located on the east side of Kendallville on the south side of US 6. The main plant is directly south of the stoplight at Walmart. The warehouse is 3 drives east of the Walmart stoplight (Lester Dr) and is the last building on the road at the east end of the industrial park. The building is blue.

Kendallville Continues On Next Page

ROLL SPECIFICATIONS

<u>Presses</u>	<u>Maximum Roll Diameter</u>	<u>Maximum Weight</u>	<u>Core Type</u>
Under 37"	50"	4,000 lbs	3" Fiber Plain w/ disposable plugs preferred
Over 37"	50"	6,000 lbs	3" Fiber Plain w/ disposable plugs preferred

ROLL LABELING

Rolls must be wrapped in kraft paper and clearly labeled with the following; mill name, grade, width, basis weight, gross and net weight of roll, paper owner, purchase order number, owner part number.

There should be 2 labels on each roll.

All FSC / SFI / PEFC paper must be labeled as FSC on the roll and the mill's certification number must be listed on all paper work.

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Paper mills must accept digital data, video and photos as evidence of a paper defect where the defect or characteristics of the defect are shown in the media type provided.

ADDRESSES

Mail: 216 Greenfield Road, Lancaster, PA 17601-5885

Deliveries: 216 Greenfield Road, Lancaster, PA (Area B)

Rail: **"LSC Communications - Greenfld"** must be the first line of the rail delivery address, which is the only line to appear on the Norfolk Southern's computer system.

CONTACTS

<u>Responsibility</u>	<u>Name</u>	<u>Phone</u>	<u>Fax</u>	<u>Email</u>
Paper Coordinator (Gravure), PMT Contact	Ryan Cover	717.293.2218	717.293.2316	ryan.cover@lsc.com
Paper Coordinator (Offset), PMT Contact	Eric McComsey	717.293.2566	717.293.2316	eric.mccomsey@lsc.com
Deliveries	Roll Storage	717.293.2076	717.293.2316	LancEastRollDelivery@lsc.com
Carrier Claims	Mike Rudisill	717.293.2233	717.293.2316	michael.rudisill@lsc.com
Technical Support	Mike Rudisill	717.293.2233	717.293.2316	

PAPER ORDER INFORMATION

Order acknowledgements, manifests and furnished POs should be emailed to 'LancEastWestOAs@lsc.com'.

EMBARC Ship To Code: RRD0181

TRANSPORTATION INSTRUCTIONS

Rail delivery is required on all orders greater than 125,000 lbs. Railcars shipping from any mill location must be limited to a total of 2 cars/day per order. If conflict arises with this restriction, contact paper coordinator.

Rolls standing vertically in trucks cannot exceed 8,600 lbs. Drop trailers are not accepted. No bilge loading except >96" rolls shipped in cradles. Bilge-loaded rolls in cradles are to be used ONLY for emergencies or to round out an order that is otherwise coming by rail. The division cannot accept more than one truck per day of bilge-loaded rolls in cradles without prior approval. Rolls shipped on cardboard cradles must have a min. 6" clearance for fork truck.

NOTE - The division strongly recommends that mills do not use bulkhead door cars. Any use requires the division's prior approval.

Norfolk Southern - The first line of the delivery address (which is the only line to appear on Norfolk Southern's computer system) MUST appear as follows - **"R. R. Donnelley - Greenfld"**. Rail service is provided Monday through Friday.

APPOINTMENTS

Trucks by appointment 24 hours a day Monday through Friday. Appointments must be requested 24 hours in advance. Phone: 717.293.2076

DIRECTIONS

Plant is located at SW corner of Route 30/Greenfield Road interchange. Proceed to Area B (follow directions on map at gate).

VEHICLE SPECIFICATIONS

<u>Mode</u>	<u>Overhead Clearance</u>	<u>Maximum Height</u>	<u>Maximum Length</u>	<u>Inside Clearance</u>
Rail	6"	F Plate / High Cube - OK	60'	
Truck	6"			

Lancaster East Continues On Next Page

ROLL SPECIFICATIONS

Press	Roll Diameter	Maximum Width	Maximum Weight	CCTI Code	Core Type
Offset - KBA (956,957,958)	50"	68"	7,000 lbs	3-X14	Fiber Plain
Offset - M1000BE (960)	50"	34.5"	3,500 lbs	3-F9	Fiber Plain
Offset - S2000 (963)	50"	37.5"	3,530 lbs	3-F9	Fiber Plain
Offset - S3000 (961,962)	50"	57"	5,730 lbs	3-H12	Fiber Plain
Offset - Goss S3000 Wide (964)	50"	71.75"	8,000 lbs	3-U16	Fiber Plain
Gravure	50" (*)	96"	7,000 lbs	6-F9 (**)	Fiber Plain
Gravure	53"	Over 96"-125"	12,100 lbs	6-X14 (**)	Fiber Plain

Plant does not accept gravure paper that has been resized or rewound. All such paper will be rejected.

(*) Rolls should be made to 50" diameter or 7,000#, whichever occurs first.

(**) **6" Fiber Plain Cores are required on all gravure orders.**

NOTICES

Any deviations from these specifications must be approved by the plant prior to placing an order. Paper not meeting these specifications is subject to rejection or additional charges determined by the plant.

Paper that has been rejected by any other printer or plant must have pre-approval by the receiving plant prior to shipping. Paper arriving without pre-approval is subject to rejection by the plant.

All paper supplied must include the following information: original manufacturer, original manufacturing date and original grade name and original OEM roll number. No exceptions will be allowed. Paper arriving without this information will be rejected by the plant.

Paper ordered must comply with all aspects of the current version of the LSC Communications Paper Specifications - Section A and Section B.

Paper mills must accept digital data, video and photos as evidence of a paper defect where the defect or characteristics of the defect are shown in the media type provided.

ADDRESSES

Mail: 1375 Harrisburg Pike, Lancaster, PA 17601-2699

Deliveries: Dock B, 1375 Harrisburg Pike, Lancaster, PA 17601-2699

Rail: **"LSC Communications - Harrisburg"** must be the first line of the rail delivery address, which is the only line to appear on the Norfolk Southern's computer system.

CONTACTS

<u>Responsibility</u>	<u>Name</u>	<u>Phone</u>	<u>Fax</u>	<u>Email</u>
Paper Coordinator, PMT Contact	Thomas Lefever	717.293.3890	717.293.3470	thomas.lefever@lsc.com
Deliveries	Roll Storage	717.293.3917	717.293.3426	HarrisburgPikePaperDeliveries@lsc.com
Carrier Claims	Kevin Miller	717.293.3839	717.293.3470	kevin.t.miller@lsc.com
Technical Support	Kevin Miller	717.293.3839	717.293.3470	kevin.t.miller@lsc.com

PAPER ORDER INFORMATION

Order acknowledgements, manifests and furnished POs should be emailed to LancEastWestOAs@lsc.com.

EMBARC Ship To Code: Division Warehouse: RRD0061

TRANSPORTATION INSTRUCTIONS

Cars shipping from any mill locations must be limited to a total of 3 cars/day per order. If a conflict arises with this restriction, contact the sites paper coordinator.

The plant strongly recommends that mills do not use bulkhead door cars. Any use requires the division's prior approval.

NOTE - The division strongly recommends that mills do not use bulkhead door cars. Any use requires the division's prior approval.

Norfolk Southern - The first line of the delivery address (which is the only line to appear on Norfolk Southern's computer system) **MUST** appear as follows – **"LSC Communications – Harrisburg"**.

APPOINTMENTS

Trucks by appointment 24 hours a day Monday through Friday. Phone: 717.293.3917

Rail appointments 24 hours a day. Phone: 717.293.3917.

The following information is required to schedule an appointment: Purchase Order Number, Paper Size, Paper Type, Basis Weight, Number of Rolls, Trailer # of Truck Delivering.

DIRECTIONS

Take Route 30 to Harrisburg Pike. Turn East onto Harrisburg Pike. Plant is 1/4 mile on the left.

VEHICLE SPECIFICATIONS

<u>Mode</u>	<u>Overhead Clearance</u>	<u>Maximum Height</u>	<u>Maximum Length</u>	<u>Inside Clearance</u>
Rail	6"		50'	
Truck	6"			

Lancaster West Continues On Next Page

ROLL SPECIFICATIONS

<u>Press</u>	<u>Roll Diameter</u>	<u>Maximum Width</u>	<u>Maximum Weight</u>	<u>CCTI Code</u>	<u>Core Type</u>
M1000BE	50"	35"	3,500 lbs	3-F9	Fiber Plain
M1000	50"	Min 35" : Max 38"	5,300 lbs	3-F9	Fiber Plain
M3000	50"	54"	5,730	3-H12	Fiber Plain
S3000	50"	Min 54" : Max 57"	5,730	3-H12	Fiber Plain
Goss (688)	60"	72"	9,000 lbs	3-U16	HD Fiber Plain

NOTICES

Any deviations from these specifications must be approved by the plant prior to placing an order. Paper not meeting these specifications is subject to rejection or additional charges determined by the plant.

Paper that has been rejected by any other printer or plant must have pre-approval by the receiving plant prior to shipping. Paper arriving without pre-approval is subject to rejection by the plant.

All paper supplied must include the following information: original manufacturer, original manufacturing date and original grade name and original OEM roll number. No exceptions will be allowed. Paper arriving without this information will be rejected by the plant.

Paper ordered must comply with all aspects of the current version of the LSC Communications Paper Specifications - Section A and Section B.

Paper mills must accept digital data, video and photos as evidence of a paper defect where the defect or characteristics of the defect are shown in the media type provided.

ADDRESSES

Mail, Deliveries: 3401 Heartland Drive, Liberty, MO 64068

CONTACTS

<u>Responsibility</u>	<u>Name</u>	<u>Phone</u>	<u>Fax</u>	<u>Email</u>
Paper Coordinator	Bev Kraft	816.792.6383	816.792.2031	beverly.c.kraft@lsc.com
Inventory Control	Kent Koffenberger	816.792.6318	816.415.6685	kent.p.koffenberger@lsc.com
Deliveries, Appointments	Wanda Elschlager	816.792.6468	816.415.6685	wanda.elschlager@lsc.com

PAPER ORDER INFORMATION

Order Acknowledgements should be emailed to liberty-purchasingreceiving@lsc.com
 DUNS #005119573

APPOINTMENTS

Trucks by appointment only - Monday through Friday – 7:00am to 2:30pm. 24 hour advanced notice for deliveries over 10,000 pounds.

DIRECTIONS

From the East: Take I-70 West to I-435 North to I-35 North to exit 20. Go thru 1st stoplight onto North 69 highway. Proceed 1 mile and turn right at next stoplight. Proceed to stop sign and turn left. From the North: Take I-435 East to Hwy 152 East to I-35 North. I-35 North to exit 20. Go thru 1st stoplight onto North 69 hwy. Proceed 1 mile and turn right a next stoplight. Proceed to stop sign and turn left.

VEHICLE SPECIFICATIONS

Plant cannot accept rail shipments.

<u>Mode</u>	<u>Overhead Clearance</u>	<u>Maximum Height</u>	<u>Maximum Length</u>	<u>Inside Clearance</u>
Truck	18"	18" From Roof		

* Last two rolls in the truck must not be double decked.

ROLL SPECIFICATIONS

<u>Press</u>	<u>Roll Diameter</u>	<u>Maximum Width</u>	<u>Maximum Weight</u>	<u>CCTI Code</u>	<u>Core Type</u>
All Presses	50"	37.5"	3,500 lbs		3" fiber cores, un-notched, plugs

Two rolls per package are allowed for roll widths of 28" or less.

All rolls should be 50" diameter. Roll diameters less than 50" must be approved by the Paper Coordinator.

No stenciling on roll-ends.

Twin pack rolls must have two roll labels.

All rolls must have labels facing the trailer door.

NOTICES

Any deviations from these specifications must be approved by the plant prior to placing an order. Paper not meeting these specifications is subject to rejection or additional charges determined by the plant.

Paper that has been rejected by any other printer or plant must have pre-approval by the receiving plant prior to shipping. Paper arriving without pre-approval is subject to rejection by the plant.

All paper supplied must include the following information: original manufacturer, original manufacturing date and original grade name and original OEM roll number. No exceptions will be allowed. Paper arriving without this information will be rejected by the plant.

Paper ordered must comply with all aspects of the current version of the LSC Communications Paper Specifications - Section A and Section B.

Paper mills must accept digital data, video and photos as evidence of a paper defect where the defect or characteristics of the defect are shown in the media type provided.

CONTACTS

Responsibility	Name	Phone	Fax	Email
Paper Coordinator, Expeditor, PMT Contact	Cathy Brown	763.315.8262	763.315.8104	cathy.l.brown@lsc.com
Deliveries	Josh Carlson	763.315.8230	763.315.8252	MGRceiving@lsc.com

GENERAL INFORMATION

Plant cannot take rail shipments; no rail siding is available.

All rail shipments must be cross docked by the mill and trucked to the plant.

EMBARC Ship To Code: RRD6071

PAPER ORDER INFORMATION

Manifests, OA's and purchase orders should be emailed to 'cathy.l.brown@lsc.com'.

APPOINTMENTS

Appointments are to be scheduled via email at MGRceiving@lsc.com at least 7 days prior to the delivery date, between 7:00am-3:00pm Monday through Friday. Please include PO#, paper size, basis weight and job name when scheduling an appointment.

Receiving hours are 7:30am-3:00pm Monday through Friday (Except holidays and exceptions).

If you have further questions call Josh at 763.315.8230 or Mike at 763.315.8259. Do not provide these numbers to the drivers.

Drivers may call 763.315.8100 for directions or for after hour emergencies.

DELIVERY ADDRESS

7401 Kilmer Lane, Maple Grove, MN 55369

DIRECTIONS

From the West, Follow I-94 East - Take the US-169 N exit. At the next exit going north on US-169 (approximately 0.7 miles), take the (CR-130) 77th Ave. N/Brooklyn Blvd exit - turn LEFT. Continue traveling west to cross over the bridge above US-169. Turn LEFT onto Kilmer Lane N. at the traffic light just west of the bridge (Kilmer Lane runs parallel to US-169). LSC plant is a few blocks down on the RIGHT - Receiving Department is first driveway on the north end of the complex.

From the North, Follow I-35W south bound. Take exit #30/US-10 W onto US-10 W - travel west 3.9 miles. Keep right onto MN-610 W and continue traveling west for 7.1 miles. Take the US-169 S exit - continue south for approximately 3.0 miles. Take the (CR-130) 77th Ave. N/Brooklyn Blvd exit - turn RIGHT. Take an immediate LEFT onto Kilmer Lane N. at the next traffic light. LSC plant is a few blocks down on the RIGHT - Receiving Department is first driveway on the north end of the complex.

From the East, Follow I-94 West - past both downtowns of St.Paul and Minneapolis. Approximately 10 miles west of downtown Minneapolis - Take the US-169 N exit. At the next exit going north on US-169 (approximately 0.7 miles), take the (CR-130) 77th Ave. N/Brooklyn Blvd exit - turn LEFT. Continue traveling west to cross over the bridge above US-169. Turn LEFT onto Kilmer Lane N. at the traffic light just west of the bridge (Kilmer Lane runs parallel to US-169). LSC plant is a few blocks down on the RIGHT - Receiving Department is first driveway on the north end of the complex.

From the South, Follow I-494 West. Take the US-169 N exit. Go approximately 16 miles. Take the (CR-130) 77th Ave. N/Brooklyn Blvd exit - turn LEFT. Continue traveling west to cross over the bridge above US-169. Turn LEFT onto Kilmer Lane N. at the traffic light just west of the bridge (Kilmer Lane runs parallel to US-169). LSC plant is a few blocks down on the RIGHT - Receiving Department is first driveway on the north end of the complex.

Maple Grove Continues On Next Page

VEHICLE SPECIFICATIONS

<u>Mode</u>	<u>Overhead Clearance</u>	<u>Maximum Height</u>	<u>Maximum Length</u>	<u>Inside Clearance</u>
Truck	6"	108"		

ROLL SPECIFICATIONS

<u>Press</u>	<u>Roll Diameter</u>	<u>Maximum Width</u>	<u>Maximum Weight</u>	<u>CCTI Code</u>	<u>Core Type</u>
P1	50"	37.875"	3,600 lbs		3-U16 FP w/plugs
P4	50"	37.875"	3,600 lbs		3-U16 FP w/plugs
P5	50"	53.875"	5,500 lbs		3-U16 FP w/plugs
P6	50"	53.875"	5,500 lbs		3-U16 FP w/plugs
P7	50"	34.875"	3,600 lbs		3-U16 FP w/plugs
P9	50"	71.875"	7,500 lbs		3-U16 FP w/plugs

NOTICES

Any deviations from these specifications must be approved by the plant prior to placing an order. Paper not meeting these specifications is subject to rejection or additional charges determined by the plant.

Paper that has been rejected by any other printer or plant must have pre-approval by the receiving plant prior to shipping. Paper arriving without pre-approval is subject to rejection by the plant.

All paper supplied must include the following information: original manufacturer, original manufacturing date and original grade name and original OEM roll number. No exceptions will be allowed. Paper arriving without this information will be rejected by the plant.

Paper ordered must comply with all aspects of the current version of the LSC Communications Paper Specifications - Section A and Section B.

Paper mills must accept digital data, video and photos as evidence of a paper defect where the defect or characteristics of the defect are shown in the media type provided.

ADDRESSES

Mail, Deliveries: 800 Midway Road, PO Box 60, Menasha, Wis 54952

CONTACTS

<u>Responsibility</u>	<u>Name</u>	<u>Phone</u>	<u>Fax</u>	<u>Email</u>
Paper Warehouse Supervisor	Ed Roberts	920.486.2542	920.486.2550	edward.m.roberts@lsc.com
Paper Procurement	Barb Miller	920.486.2544	920.486.2550	barb.j.miller@lsc.com
Appointments, Deliveries	Receiving Desk	920.486.2547	920.486.2550	

PAPER ORDER INFORMATION

Manifests, Order Acknowledgements and Furnished PO's must be Faxed to 920.486.2550, or e-mailed to the paper buyer/coordinator. ANSI X12

TRANSPORTATION INSTRUCTIONS

Paper deliveries may be received by rail or truck. Rail cars limited to 3 per day of rail service (varies according to CN rail service schedule). Rolls must be loaded on end.

No double decking of rolls in doorway of railcar or truck. Leave 6" clearance in front of door. One roll label facing out. LSC item number and P.O. number should appear on all product labels and shipping documents.

Rail Carrier : Canadian National (CN)

APPOINTMENTS

Drivers should call a minimum of 24 hours prior to arrival to arrange an appointment call the Receiving Desk, 920.486.2547. Receiving Hours: Mon – Fri. 7:00am to 2:00pm, other hours available by special appointment only.

DIRECTIONS

Call LSC Menasha direct 920.486.2400 (option 03).

VEHICLE SPECIFICATIONS

The division strongly recommends that mills do not use bulkhead door cars. Any use requires the division's prior approval. Inter-modal containers and refrigerated trailers must be high cube.

<u>Mode</u>	<u>Overhead Clearance</u>	<u>Maximum Height</u>	<u>Maximum Length</u>	<u>Inside Clearance</u>
Rail	6"	17' 8"	50'	
Truck	6"	13' 6"		Minimum inside trailer height of 100"

ROLL SPECIFICATIONS

<u>Press</u>	<u>Roll Diameter</u>	<u>Maximum Width</u>	<u>Maximum Weight</u>	<u>CCTI Code</u>	<u>Core Type</u>
	50"	38"	8,000 lbs		3" disposable unnotched fiber cores , no metal ends
	50"	57"	6,000 lbs		3" disposable unnotched fiber cores , no metal ends

NOTICES

Any deviations from these specifications must be approved by the plant prior to placing an order. Paper not meeting these specifications is subject to rejection or additional charges determined by the plant.

Paper that has been rejected by any other printer or plant must have pre-approval by the receiving plant prior to shipping. Paper arriving without pre-approval is subject to rejection by the plant.

All paper supplied must include the following information: original manufacturer, original manufacturing date and original grade name and original OEM roll number. No exceptions will be allowed. Paper arriving without this information will be rejected by the plant.

Paper ordered must comply with all aspects of the current version of the LSC Communications Paper Specifications - Section A and Section B.

Paper mills must accept digital data, video and photos as evidence of a paper defect where the defect or characteristics of the defect are shown in the media type provided.

ADDRESSES

Mail: 1600 N. Main Street, Pontiac, IL 61764

Deliveries: 1600 N. Main Street, Pontiac, IL 61764 Attn: Doors 13/14 for Roll Stock

CONTACTS

<u>Responsibility</u>	<u>Name</u>	<u>Phone</u>	<u>Fax</u>	<u>Email</u>
Paper Coordinator, Inventory Control	Jayne Bressner	815.844.1488	815.844.1322	jayne.s.bressner@lsccom.com
Deliveries	Automated Call Back	815.844.1328	815.844.1322	

PAPER ORDER INFORMATION

Manifests and Order Acknowledgements must be provided to Jayne Bressner.

Furnished PO's must be provided to the account CSR. All rolls should have the account name on the roll label.

EMBARC Ship To Code: RRD 0941

TRANSPORTATION INSTRUCTIONS

Plant cannot unload a 12' 6" trailer.

Plant does not have rail capability.

APPOINTMENTS

Monday – Friday – 7AM – 10PM; Trucks require appointments and must be made at least 48 hours in advance – Call 815-844-1328 to make an appointment.

DIRECTIONS

Directions are available by calling 815.844.1468

I 55 Southbound: take exit 201. At the top of the ramp turn left and proceed approximately 2 miles to the 1st set of stoplights. Turn left go appx. 1/4 of a mile to 1st right hand turn, turn right. Road jogs to the left follow to the stop sign. At the stop sign proceed straight to next right hand turn which is a T intersection. Turn right go over 2 sets railroad tracks and take 1st left. You will be coming down the side of the building to the shipping area. Northbound on I 55 take exit 201 at the top turn right and follow above directions.

I 55 Northbound: take exit 201 and turn right. Follow directions above.

VEHICLE SPECIFICATIONS

Plant cannot accept rail shipments.

<u>Mode</u>	<u>Overhead Clearance</u>	<u>Maximum Height</u>	<u>Maximum Length</u>	<u>Inside Clearance</u>
Truck	6"	13' 6"		

ROLL SPECIFICATIONS

<u>Press</u>	<u>Roll Diameter</u>	<u>Maximum Width</u>	<u>Maximum Weight</u>	<u>CCTI Code</u>	<u>Core Type</u>
Offset	50"	37.5"	3,500 lbs	3-M6	FP w/plugs
Offset	50"	19"	2,000 lbs	3-L4	FP w/plugs

All rolls should be made to 50" diameter + 0", - 2".

NOTICES

Any deviations from these specifications must be approved by the plant prior to placing an order. Paper not meeting these specifications is subject to rejection or additional charges determined by the plant.

Paper that has been rejected by any other printer or plant must have pre-approval by the receiving plant prior to shipping. Paper arriving without pre-approval is subject to rejection by the plant.

All paper supplied must include the following information: original manufacturer, original manufacturing date and original grade name and original OEM roll number. No exceptions will be allowed. Paper arriving without this information will be rejected by the plant.

Paper ordered must comply with all aspects of the current version of the LSC Communications Paper Specifications - Section A and Section B.

Paper mills must accept digital data, video and photos as evidence of a paper defect where the defect or characteristics of the defect are shown in the media type provided.

ADDRESSES

Mail :

Print LSC Communications DE MEXICO, S DE R.L. DE C.V.

AV. Central 235, Zona Industrial Valle de Oro

San Juan Del Rio, Queretaro, 76802 Mexico

Deliveries :

UIS INTERNATIONAL SERVICE CORP.

ATTN Ing. Jaime Mejido or Marco Gonzalez

506 Grand Central Blvd. Milo Distribution Center, Laredo, TX. 78041

Phone: 956-717-0080, Fax 956-717-0081

CONTACTS

<u>Responsibility</u>	<u>Name</u>	<u>Phone</u>	<u>Email</u>
Paper Coordinator, Expediter	Monica Chavez	011.52.427.271.9223	monica.h.chavez@lsc.com.com
Deliveries	Ing. Jaime Mejido	956.717.0080	
Deliveries	Marco Gonzalez	956.717.0080	

PAPER ORDER INFORMATION

Manifests and a copy of the invoice should be emailed to Liliana Cruz (liliana.c.galvan@lsc.com.com).

Order Acknowledgements, Furnished PO's and Certificates of Quality should be sent to Monica and Analy Salmeron by email :
analy.salmeronflores@lsc.com.com monica.h.chavez@lsc.com.com.

In order to import paper into Mexico, a copy of the 'commercial invoice' must accompany the shipment on arrival at UIS INTERNATIONAL SERVICE CORP. prior to shipment via "Fed Ex". (Attention CP. Marco Gonzalez, UIS INTERNATIONAL SERVICE CORP. Fax 956- 717-0081).

A copy of the invoice should also be send by email to : analy.salmeronflores@lsc.com.com monica.h.chavez@lsc.com.com and liliana.c.galvan@lsc.com.com.

Commercial invoice must contain: Name and address of seller, date and place of shipment origination, PO#,the statement "Printing Paper" and estimated date of arrival at border and environmental certificate FSC or SFI if the paper was ordered with this certification. . Certificate of Quality and Certificate of Origin required for each shipment.

APPOINTMENTS

Monday through Friday from 9:00am to 5:00pm local time.

TRANSPORTATION INSTRUCTIONS

Plant strongly prefers that rail delivery is NOT used.

Truck Deliveries : Trucks must be capable of sending trailer across the border. Truck delivery is accepted only at the border.

Rail Deliveries : The mill should leave clearance in the doorway for the clamp truck. Whenever possible use cars with large doorways. Mark the doorway used to load the car with a sign stating "unload this side." A manifest is to be sent with the shipment. A copy of the manifest should be emailed to: analy.salmeronflores@lsc.com.com monica.h.chavez@lsc.com.com and liliana.c.galvan@lsc.com.com to arrive prior to the arrival of shipment.

San Juan del Rio Continues On Next Page

VEHICLE SPECIFICATIONS

<u>Mode</u>	<u>Overhead Clearance</u>	<u>Maximum Height</u>	<u>Maximum Length</u>	<u>Inside Clearance</u>
Truck			53'	

* Position rolls in trailer upright (standing on end), tied and properly secured.

ROLL SPECIFICATIONS

<u>Press</u>	<u>Roll Diameter</u>	<u>Maximum Width</u>	<u>Maximum Weight</u>	<u>CCTI Code</u>	<u>Core Type</u>
Greater Than 19 1/2"	50"	37.75"	2,640 lbs	3-L4	FP w/plugs
Less Than or Equal To 19 1/2"	50"	19 1.2"	1,100 lbs	3-L4	

ADDITIONAL INFORMATION**Invoice Seller :**

The invoice must contain the name and address of the seller.

Invoice Shipment Origin :

The invoice must contain the date and place of the origin of the shipment.

Invoice Shipment Destination :

The invoice must contain an estimated date for arrival at the border. It must also include the ship to information as follows:

UIS INTERNATIONAL SERVICE CORP

506 Grand Central Blvd.

Milo Distribution Center

Loredo, TX. 78041

Attn: MARCO GONZALEZ

PHONE # (956) 717-0080, FAX # (956) 717-0081

Invoice Stated Contents :

The invoice must state that the contents of the shipment is "PRINTING PAPER" and environmental certificate FSC, SFI or PEFC if the paper was ordered with this certification.

Invoice Purchase Order :

The invoice must include the Purchase Order number.

Invoice Sold To :

The invoice must state that the paper was sold to:

PRINT LSC COMMUNICATIONS DE MEXICO S. DE R.L. DE C.V.

CERRADA DE GALEANA 26

FRACC IND LA LOMA

TLALNEPANTLA MEXICO, 54070

MEXICO

Invoice Pricing :

The invoice must separate the price of freight and insurance from the price of the merchandise.

Payment :

The original invoice should be sent for payment to:

PRINT LSC COMMUNICATIONS DE MEXICO S. DE R.L. DE C.V.

AV. CENTRAL 235

ZONA INDUSTRIAL VALLE DE ORO

SAN JUAN DEL RIO, QUERETARO, 76802

MEXICO

Documents :

The shipment must contain the following documents:

1. A Certificate of Quality
2. An invoice (copy)
3. A packing list
- 4.- Certificate of Origin

NOTICES

Any deviations from these specifications must be approved by the plant prior to placing an order. Paper not meeting these specifications is subject to rejection or additional charges determined by the plant.

Paper that has been rejected by any other printer or plant must have pre-approval by the receiving plant prior to shipping. Paper arriving without pre-approval is subject to rejection by the plant.

All paper supplied must include the following information: original manufacturer, original manufacturing date and original grade name and original OEM roll number. No exceptions will be allowed. Paper arriving without this information will be rejected by the plant.

Paper ordered must comply with all aspects of the current version of the LSC Communications Paper Specifications - Section A and Section B.

Paper mills must accept digital data, video and photos as evidence of a paper defect where the defect or characteristics of the defect are shown in the media type provided.

ADDRESSES

Mail, Deliveries: 121 Matthews Drive, Senatobia, MS 38668

CONTACTS

<u>Responsibility</u>	<u>Name</u>	<u>Phone</u>	<u>Fax</u>	<u>Email</u>
Paper Coordinator, Expediter	Cindy Smith	662.562.5015 ext. 246	662.562.7647	
Deliveries	Sharon Sharp	662-562-5015 ext 280	662.562.8759	

PAPER ORDER INFORMATION

Manifests, Order Acknowledgements and Furnished POs should be faxed to 662.562.7647. Division requires one copy to be sent with truck. DUNS #63937700

APPOINTMENTS

Trucks by appointment only - Monday 7:00am through Friday 10:00pm. Deliveries outside of normal hours by advance arrangements only.

DIRECTIONS

I-55 South to Senatobia Exit (State Hwy 4). Follow Hwy 4 (West) to the first red light. Turn Right. This is a bypass around town to Industrial Park. Follow bypass through one red light and one 4-way stop to Matthews Drive. The plant is on the right side of Matthews Drive approximately ¼ mile from the 4-way stop. Please use the receiving entrance.

VEHICLE SPECIFICATIONS

Plant cannot accept rail shipments.

<u>Mode</u>	<u>Overhead Clearance</u>	<u>Maximum Height</u>	<u>Maximum Length</u>	<u>Inside Clearance</u>
Truck	12"	14'		

ROLL SPECIFICATIONS

<u>Press</u>	<u>Roll Diameter</u>	<u>Maximum Width</u>	<u>Maximum Weight</u>	<u>CCTI Code</u>	<u>Core Type</u>
All Presses	50"	37.0"	3,000 lbs	3-M6	FP with Plugs

All rolls should be 50" diameter. Roll diameters less than 50" must be approved by the Paper Coordinator. Seller splices cannot be closer than 3" from the core.

NOTICES

Any deviations from these specifications must be approved by the plant prior to placing an order. Paper not meeting these specifications is subject to rejection or additional charges determined by the plant.

Paper that has been rejected by any other printer or plant must have pre-approval by the receiving plant prior to shipping. Paper arriving without pre-approval is subject to rejection by the plant.

All paper supplied must include the following information: original manufacturer, original manufacturing date and original grade name and original OEM roll number. No exceptions will be allowed. Paper arriving without this information will be rejected by the plant.

Paper ordered must comply with all aspects of the current version of the LSC Communications Paper Specifications - Section A and Section B.

Paper mills must accept digital data, video and photos as evidence of a paper defect where the defect or characteristics of the defect are shown in the media type provided.

ADDRESSES

Mail, Truck Deliveries: 300 Jones Road, Spartanburg, SC 29307

Rail Deliveries: Rice, SC

CONTACTS

<u>Responsibility</u>	<u>Name</u>	<u>Phone</u>	<u>Fax</u>	<u>Email</u>
Paper Coordinator	Janet Ward	864.579.6225	864.579.6347	janet.l.ward@lsc.com
Inventory Coordinator, Deliveries	Terresa Harris	864.579.6450	864.579.6347	terresa.harris@lsc.com
PMT Contact	Chasity Baynard	864.579.6452	864.579.6347	chasity.n.baynard@lsc.com

PAPER ORDER INFORMATION

Manifests, Order Acknowledgements and Furnished POs should be provided to Janet Ward.

RRD Dunn's Number: 121603559

TRANSPORTATION INSTRUCTIONS

Cars shipping from any mill location must be limited to a total of 3 cars/day per order. If conflict arises with this restriction, contact Janet Ward. No refrigerated trailers. No bilge loading except 96.75" rolls shipped in cradles.

EMBARC Ship To Code: RRD0171 (Division Warehouse)

Rail Carrier: CSXT, Railhead address: "Rice, SC"

APPOINTMENTS

Receiving docks are open 24 hours Monday through Friday. Call Terresa Harris for appointments (864-579-6450/7:00 a.m. - 3:00 p.m.)

After hours, leave PO#, Origin, Date, Time and Phone No. for return call. For emergencies, call Guard Station (864-579-6000)

DELIVERY DIRECTIONS

I-85 North: I-85 North; Right onto Highway 221; 1 Block and go left at the first road on your left. Follow 1/2 mile to plant.

VEHICLE SPECIFICATIONS

NOTE – The plant strongly recommends that mills do not use bulkhead door cars. Any use requires the plant's prior approval.

<u>Mode</u>	<u>Overhead Clearance</u>	<u>Maximum Height</u>	<u>Maximum Length</u>	<u>Inside Clearance</u>
Rail	6"	High Cube Cars Only	125"	
Truck	6"		122"	

ROLL SPECIFICATIONS

<u>Press</u>	<u>Roll Diameter</u>	<u>Maximum Width</u>	<u>Maximum Weight</u>	<u>CCTI Code</u>	<u>Core Type</u>
Less Than 70"	50"	70"	7,000 lbs	6-H12	FP, no plugs
Greater Than 70.0625"	50"	96 3/8"	9,000 lbs	6-H12	FP, no plugs
Greater Than 96.375"	53"	125"	12,000 lbs	6-U16	FP, no plugs

NOTICES

Any deviations from these specifications must be approved by the plant prior to placing an order. Paper not meeting these specifications is subject to rejection or additional charges determined by the plant.

Paper that has been rejected by any other printer or plant must have pre-approval by the receiving plant prior to shipping. Paper arriving without pre-approval is subject to rejection by the plant.

All paper supplied must include the following information: original manufacturer, original manufacturing date and original grade name and original OEM roll number. No exceptions will be allowed. Paper arriving without this information will be rejected by the plant.

Paper ordered must comply with all aspects of the current version of the LSC Communications Paper Specifications - Section A and Section B.

Paper mills must accept digital data, video and photos as evidence of a paper defect where the defect or characteristics of the defect are shown in the media type provided.

CONTACTS

Responsibility	Name	Phone	Fax	Email
Paper Coordinator	Travis Garner	574-267-9332	574-267-9960	travis.n.garner@lsc.com
Expediter, Deliveries	Peggy Zimmerman	574-267-9356	574-267-9960	peggy.zimmerman@lsc.com

GENERAL INFORMATION

EDI and Packing List required for each vehicle; extra charge for hand manifesting on receipt.

EMBARC Ship To Code: RRD0041

PAPER ORDER INFORMATION

Manifests should be emailed to 'Deborah.Shelton@lsc.com'.

TRANSPORTATION INSTRUCTIONS

Cars shipping from any mill location must be limited to a total of 5 cars/day per order. If conflict arises with this restriction, contact Deanna Heath.

Rolls over 104" shipped via truck must be on flat beds or vans lying down. Rolls shipped in boxes must be on cardboard cradles with minimum 6" for fork truck clearance. Refrigerated trucks not accepted. Rolls on flatbed must be protected from weather; curtain trucks acceptable. Trailers should support hoist truck of 25,000 #'s. Must have minimum of 6" doorway clearance for trucks and railcars.

RAIL CARRIER: CSXT – From East through Lima, OH. VIA CSXT-CF&E; From West through Barr yard Chicago VIA CN- IHB-CF&E;

NOTE: Waybill must indicate VIA CF&E

APPOINTMENTS

Deliveries by appointment only. Contact Deb Shelton at 574-267-9356 between 7:00am and 3:00pm ET. The following information is required to schedule an appointment; Purchase Order Number, Name of Customer, Roll Width, Basis Weight and Trailer Number of Delivery Truck.

Receiving hours are 12:00am Monday - 10:00pm Friday (24 hours a day during that period).

DELIVERY ADDRESS

2801 W. Old Route 30, Warsaw, IN 46580-0837

DIRECTIONS

US 30 to CR 350W. South to Old 30 and East to Plant. Warsaw Division Directions Hotline: 574-267-9917. This is automated telephone directions to the plant.

VEHICLE SPECIFICATIONS

Mode	Inside Clearance	Maximum Height	Maximum Length
Rail	18"		
Truck	6"	104"	

Warsaw Continues On Next Page

ROLL SPECIFICATIONS

<u>Press</u>	<u>Roll Diameter</u>	<u>Maximum Width</u>	<u>Maximum Weight</u>	<u>CCTI Code</u>	<u>Core Type</u>
Offset	50"	34.5"	3,500 lbs	3-F9	FP No Plugs
Offset	50" Max / 48" Min	57"	5,732 lbs	3-H12	FP No Plugs
Gravure	50"	To 69"	6,000 lbs	6-M6	FP No Plugs
Gravure	50"	To 78.75"	6,800 lbs	6F9	FP No Plugs
Gravure	50"	125"	10,000 lbs	6-U16	FP No Plugs

NOTICES

Any deviations from these specifications must be approved by the plant prior to placing an order. Paper not meeting these specifications is subject to rejection or additional charges determined by the plant.

Paper that has been rejected by any other printer or plant must have pre-approval by the receiving plant prior to shipping. Paper arriving without pre-approval is subject to rejection by the plant.

All paper supplied must include the following information: original manufacturer, original manufacturing date and original grade name and original OEM roll number. No exceptions will be allowed. Paper arriving without this information will be rejected by the plant.

Paper ordered must comply with all aspects of the current version of the LSC Communications Paper Specifications - Section A and Section B.

Paper mills must accept digital data, video and photos as evidence of a paper defect where the defect or characteristics of the defect are shown in the media type provided.

ADDRESSES

Mail, Truck Deliveries: 1145 Conwell Avenue, Willard, OH 44888

CONTACTS

<u>Responsibility</u>	<u>Name</u>	<u>Phone</u>	<u>Fax</u>	<u>Email</u>
Paper Coordinator, Expediter	Bob Shepard	419.933.5596	419.933.5447	
Deliveries	Elana Hughes	419.933.5596	419.933.5594	

PAPER ORDER INFORMATION

Manifests must be faxed to Elana Hughes. Order Acknowledgements and Furnished POs must be faxed to Bob Shepard.

TRANSPORTATION INSTRUCTIONS

Plant accepts both rail and truck deliveries.

Rail Carrier: CSX / Norfolk Southern (Class 1), Ashland Railway (Class 2)

APPOINTMENTS

Truck deliveries by appointment only. Please call 419-933-5252 for an appointment Monday through Friday 7:00AM to 2:30PM.

DELIVERY DIRECTIONS

Call Willard's direct number at 419.935.0111 and select option 3 to receive directions.

VEHICLE SPECIFICATIONS

NOTE – The plant strongly recommends that mills do not use bulkhead door cars. Any use requires the plant's prior approval.

<u>Mode</u>	<u>Overhead Clearance</u>	<u>Maximum Height</u>	<u>Maximum Length</u>	<u>Inside Clearance</u>
Rail	20'	20'	70'	
Truck	13' 6"	13' 6"	53'	

* Minimum clear space for unloading trucks: 16"

* No double decking of rolls in doorway of rail car or truck.

ROLL SPECIFICATIONS

<u>Press</u>	<u>Roll Diameter</u>	<u>Maximum Width</u>	<u>Maximum Weight</u>	<u>CCTI Code</u>	<u>Core Type</u>
KB Presses	50"	38"			FP, Slotted
Baker Perkins	50"	38"			FP, Slotted
Timson	50"	53"			FP, Slotted
Goss (320)	50"	54"			FP, Slotted
Goss	50"	75"			FP, Slotted
Cottrell	42"	66"			FP, Slotted