

NOTICE OF QUALITY DEFECTS

DATE: _____

DEPARTMENT/AGENCY	CONTRACTOR
GPO JACKET NO.	PROGRAM NO.
REQUISITION NO.	PRINT ORDER NO.

QUALITY DEFECTS

PRINTING ATTRIBUTES

- P - 1. Hickies and Spots
- P - 2. Extraneous Marks
- P - 3. Moire
- P - 4. Register
- P - 5. Text and Illustration Image Position
- P - 6. Newton's Ring
- P - 7. Type Quality and Uniformity
- P - 8. Halftone Match
- P - 9. Solid or Screen Tints Color Match
- P - 10. Process Color Match
- P - 11. Rub Resistance of Printed Image

OTHER

- Incorrect Packaging
- Incorrect Shipping Containers
- Quantity Delivered Short
- Damage Incurred During Shipping
- Department Random Copies (Blue Label) not furnished

FINISHING

- F - 1. Trim Size
- F - 2. Misplacement and Misalignment of Cover Image
- F - 3. Cover Position
- F - 4. Folding Position and Skewness
- F - 5. Perfect Bound Book Durability
- F - 6. Loose Cover, Pages and Binding
- F - 7. Excess Glue
- F - 8. Damaged Pages
- F - 9. Damaged Edges
- F - 10. Warpage of Case Bound Books
- F - 11. Damaged Covers
- F - 12. Missing Pages
- F - 13. Upside Down Cover
- F - 14. Upside Down Pages
- F - 15. Blank Pages - Other Than Specified
- F - 16. Wrong Pagination
- F - 17. Loss of Information
- F - 18. A Serious Shift in Process Color Match

Additional Remarks

ACTION REQUESTED

- Quality does not meet specifications and the material cannot be utilized. It is requested that the entire/partial order be:
 - Reprinted
 - Corrected
- Quality does not meet specifications; however, the materials can/must be utilized. It is requested that the price be discounted.
- Other (please specify) _____

Please advise _____, telephone _____ of the action taken or for further assistance.

FOR GPO USE ONLY

Date forwarded to Printing Procurement/Production/QC & TD/other _____

Requested resolution date _____ Actual date resolved _____

Printing Specialist _____ Telephone _____

PLEASE SUPPLY THE FOLLOWING NECESSARY MATERIALS (IF APPROPRIATE) FOR OUR INSPECTION:

ENCLOSED

NOT RETURNED
BY CONTRACTOR

NA

- Samples (Construction, folding, etc....)
- Manuscript
- Camera Copy
- Negatives
- Proofs (Blueline, color key, etc...)
- OK'd Press Sheets
- Departmental Random Copies (Blue Label)

If the contractor has not delivered the Department Random Copies (Blue Label), please utilize the following sampling plan for pulling random copies:

- up to 3,200 = 13 copies
- 3,201 to 10,000 = 20 copies
- 10,001 to 35,000 = 32 copies
- 35,001 and over = 50 copies

Additional samples may be requested to further aid in our inspection.

For multiple destinations, a random sample of destinations is selected, and a random sample of items is selected at each sample destination. Each item in a lot must have the same probability of being selected in the sampling.

If copies were pulled randomly by the agency, from which destination(s) were they selected and how many copies from each?

I hereby certify that the enclosed random copies have been selected in accordance with the sampling plan above. I understand that I may be required to testify at a hearing regarding my selection method.

_____ *Signature* _____ *Date*

The penalty provided for making false statements is prescribed in 18 USC 1001.

Questions concerning the proper procedure for pulling samples should be directed to your normal GPO contact or the Quality Assurance Section (202) 275-3874.

If the complaint requests a **REPRINT/CORRECTION**, the following information is required:

Where can rejected copies be picked up _____

Contact person/phone no. _____

The processing of this complaint may be delayed if the above information is not completely filled out.

FOR GPO USE ONLY - (SuDoc copies)

SuDocs did not ride

Sales copies have been put on hold _____ Sales copies are OK as is _____

Depositary copies have been put on hold _____ Deposit copies are OK as is _____