



SPECIFICATIONS FOR STATE FORM

State Form 47253E (R/2-00)

Ship to:

AUDITOR OF STATE
200 W WASHINGTON ST RM 240
INDIANAPOLIS, IN 46204

Print request number -	Purchase Order number	Agency account number 10470 / 546018 / 2019		
Date of request -	Date of Order	Delivery date required -		
State Form number 43379	Revision R5	Date (month, year) 11-16	Quantity -	Unit EACH
Form title ACCOUNTS PAYABLE / PAYROLL WARRANT (STOCK)				
State agency/division AUDITOR OF STATE				

Type of order <input type="checkbox"/> New <input checked="" type="checkbox"/> No changes		<input type="checkbox"/> Copy changes <input type="checkbox"/> Specifications change
Type of form <input checked="" type="checkbox"/> Single (cut) sheet <input type="checkbox"/> Padded sheets <input type="checkbox"/> Book[let] <input type="checkbox"/> Card <input type="checkbox"/> Envelope <input type="checkbox"/> Label <input checked="" type="checkbox"/> Warrant / Check <input type="checkbox"/>	Composition / Artwork <input type="checkbox"/> All artwork provided <input type="checkbox"/> Mock-up provided <input checked="" type="checkbox"/> Construction diagrams provided <input type="checkbox"/> Photocopies provided <input checked="" type="checkbox"/> Sample(s) provided <input type="checkbox"/> Vendor to compose <input type="checkbox"/> Vendor to shoot * <input type="checkbox"/> Proof(s) required <input checked="" type="checkbox"/> Printed samples req'd	

PAPER					INK			PERFORATIONS				PUNCH / DRILL				PRINT		MARGINAL WORDS		
PG or PT	SIZE [in.]		COLOR	WT. (Basis)	TYPE / GRADE	Face 1	Face 2	Backer	MARGIN		EXTRA		POS.	NO. OF HOLE	DIA.	CTR. TO CTR.	HEAD TO HEAD	HEAD TO RIGHT	COLOR	POSITION
	LEFT TO RIGHT	TOP TO BOTTOM				■ STD □ PMS	■ STD □ PMS	■ STD □ PMS	LEFT	RIGHT	HORZ.	VERT.								
	8.5"	11"	WHITE	24#	EMBEDDED WATER MARK	BLACK **	GREEN 347 U **	BLACK **				2 ***						X		
<input checked="" type="checkbox"/> NUMBERING <input checked="" type="checkbox"/> See diagram for position / size						First number		Last number		Ink Color		<input checked="" type="checkbox"/> GUARANTEED (No Missing or duplicate nos.) <input type="checkbox"/> SORT & LIST ALL MISSING NUMBERS (No duplicate numbers)								
<input type="checkbox"/> STATIC <input checked="" type="checkbox"/> CONSECUTIVE <input type="checkbox"/> OCR <input type="checkbox"/> MICR <input type="checkbox"/> MODULUS						****		****		RED										
<input type="checkbox"/> BINDERY <input type="checkbox"/> See diagram for positions / sizes																				
Type of fastening / binding <input type="checkbox"/> Wraparound <input type="checkbox"/> Open end <input type="checkbox"/> Triad						Padding * <input type="checkbox"/> Chipboard back <input type="checkbox"/> Index cover <input type="checkbox"/> Other:						Position of fastening <input type="checkbox"/> Upper left corner <input type="checkbox"/> Upper right corner <input type="checkbox"/> Saddle <input type="checkbox"/> Top <input type="checkbox"/> Bottom <input type="checkbox"/> Left <input type="checkbox"/> Right						Quantities ____ Sheets per pad ____ Sets per book		
FORMS USAGE/ENTRY OF VARIABLE DATA																				
<input type="checkbox"/> TYPEWRITER					<input type="checkbox"/> COMPUTER PRINTER					<input type="checkbox"/> BY HAND					<input type="checkbox"/> MACHINE SPACING					
Make					Make					Who Completes					HORIZONTAL (Pitch) <input type="checkbox"/> 10 Characters-per-inch <input type="checkbox"/> 12 Characters-per-inch					
Model					Model					Under What Conditions					VERTICAL (Line Space) <input type="checkbox"/> 6 Lines-per-inch <input type="checkbox"/> 8 Lines-per-inch					
PACKAGING																				
POLYWRAPPED TO PREVENT PAPER CURLING IN 500'S; 2,500 PER CARTON; PACK CARTONS LOWEST NUMBER ON BOTTOM, ON SKIDS LOWEST NUMBER ON BOTTOM; ALL CARTONS MUST BE SEALED WITH TAMPERPROOF TAPE LIKE "TAMPER VU" BY SEALCRAFT OR APPROVED ALTERNATE IN MOISTURE PROOF CARTONS.																				
SPECIAL INSTRUCTIONS																				
VENDOR/PRINTER MUST COMPARE SPECIFICATIONS AND SAMPLE BEFORE PRINTING. IF THERE IS ANY DISCREPANCY, CONTACT THE SPECIFICATION WRITER BELOW.																				
** Warrant is 8.5" x 11" cut sheet printed on 24# Conservator FF white paper or approved alternate that is compatible with Kodak HD150 laser printer. The top or check portion of the form has patterned printing in PMS 347 with drop-out State Seal background, genuine watermark, SEclipse security feature or approved equivalent, VOID pantograph, and 3/2 (hidden word, black, pantograph in PMS 347, and micro-printed border lines). The text on the top portion should be in black ink. Must meet all Federal Reserve Bank Regulation CC, which includes the following: micro-printing, check security screen, warming band, genuine watermark, colored background, chemical sensitization, chemical protection paper, and heat sensitive ink. The top portion is the check, the middle portion is for remittance information, and the bottom portion is for the address. Form has red bleed-through (penetrating ink for numbering) consecutive document control numbers on the top and middle portions. The control number is alpha-numeric that starts with constant letter "A" plus nine digits - 10 digits max (including alpha prefix). Backer on the top portion has endorsement area and security features box printed in black, screen 80%. "ORIGINAL DOCUMENT" on black, screen 5%, reverse printing or approved alternate. Blue thermochromic ink security feature in endorsement area.																				
*** Form has two full horizontal perpendicular micro perforations at 3.5" and 7.25" from top of form. See construction diagram.																				
**** Control document first and last number to be provided by agency after bidding and when job is granted to the vendor.																				
Check <u>must</u> meet ANSI standards.																				
Recycled Paper Required: <input type="checkbox"/> Yes, content % <input type="checkbox"/> No																				
Specifications Written By: -										Date Written -					For additional information, telephone: (Between 8 A. M. and 4:30 P. M.)					
(317) 232-3380																				

CONSTRUCTION DIAGRAM
FOR INDIANA STATE FORMS

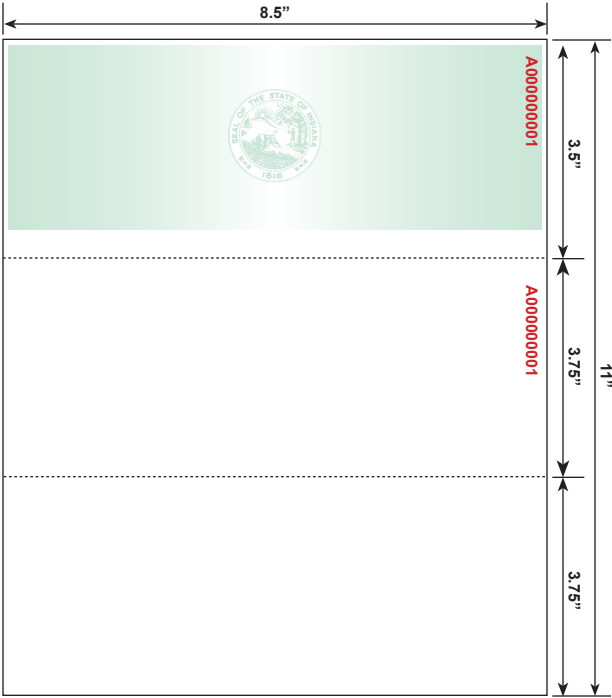
State Form 123 (R2 / 4-92)

Form title		
ACCOUNTS PAYABLE WARRANT (STOCK)		
State Form number	Date (month, day, year)	Page 2 of 2
43379		

Construction diagram viewed from ☐ Edge ☒ Surface view ☐ Cover or booklet construction

* Note: Diagram not to scale.

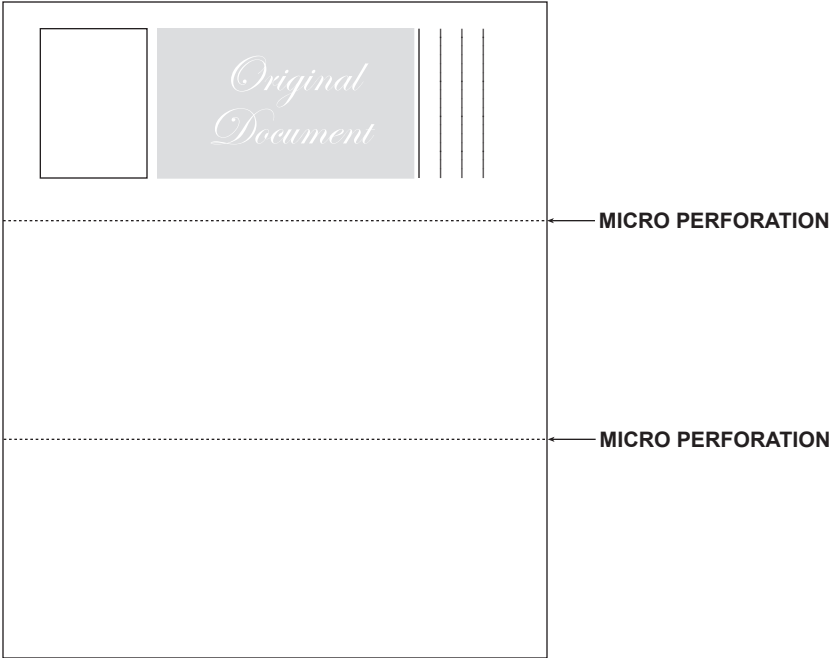
FRONT



Construction diagram viewed from ☐ Edge ☒ Surface view ☐ Cover or booklet construction

* Note: Diagram not to scale.

BACKER



LEGEND

—— PAPER
--- CARBON

⊗ SPOT GLUE
⊥ CRIMP

○ LINE HOLE
⊗ SOLID GLUE LINE

⊗ PERF - EE, E, M, H, HH