

Quality standards for the products

For the purposes of defining high quality products produced by it, the Contractor shall follow the following international and industrial requirements and applicable standards:

International and industrial standards:

- ISO 12647-2:2004 “Graphic Technology. Process Control for the Production of Half-Tone Colour Separations, Proof and Production Prints. Part 2. Offset Lithographic Processes”;
- ISO 12647-7:2004 “Graphic Technology. Process Control for the Production of Half-Tone Colour Separations, Proof and Production Prints — Part 7: Proofing Processes Working Directly from Digital Data”;
- Requirements established by the Customer and agreed with the Contractor in advance;
- Standards and requirements established by the manufacturer of the production facilities and the Contractor’s internal instructions on quality.

1. General requirements for preparation of the files provided by the Contractor for printing

The PDF files provided to the Contractor shall meet the following requirements:

- the files must meet the **PDF/X-1a standard**. The Contractor shall accept the PDF files meeting the PDF/X-4 standard only in case if the PDF files have version layers (e.g. multilingual versions),
- the files must be derived using the ICC profiles indicated by the Contractor in accordance with the technical requirements of the Contractor.

1.1. Arrangement of image elements:

- All relevant printed information must be arranged in the area of secure printing:
 - in bound publications, not less than 5 mm to the cutting line;
 - in perfect bounded publications, not less than 5 mm to the cutting line and 10 mm to the spine;
 - in the publications glued in-line, not less than 5 mm to the cutting line and 5 mm to the gluing line;
- The following image cutting compensation overlaps must be prepared for perfect bounded publications:
 - 7 mm between the first page and the last page of the publication and the cover pages;
 - 6 mm between the first and last four pages;
 - 3 mm inside the publication;
- if the background or images in the final publication must continue to the edge of the page of the publication (cutting line), in the files presented for printing they must be bleed outside the format of the publication.

1.2. The lines and vector graphics must meet the following requirements:

- hairline thickness lines shall not be allowed;
- the thickness of single colour lines must be not lower than 0.25 pt, the thickness of the lines of two and more colours must be not lower than 0.5 pt.,
- the thickness of white colours must be not lower than 0.25 pt where the background is single-colour and not lower than 0.5 pt where the background is of two and more colours.

1.3. The fonts and texts of the Publication must meet the following requirements:

- the used fonts must be embedded in the publication files, where this is impossible, the font must be replaced with another font;
- texts in EPS files must converted into curves and in the files of bitmap graphics must be converted into bitmaps;
- if the font Courier is used, this must be separately indicated in the specification of the publication;
- artificial font styles created by a layout application (Bold, Italic, Outline etc.) should be avoided;
- the font of single colour texts must be not smaller than 4 pt, the fond of texts of two and more colours must be not smaller than 8 pt, the font of white text must be not smaller than 4 pt if the

background is single-colour and not smaller than 8 pt if the background is of two and more colours;

- sans-serif fonts should be used for texts smaller than 8 pt;
- the background under white texts must always be knockout;
- black texts must always be overprint except for texts larger than 12 pt;
- the thickness of the font lines shall be subject to the same requirements as the requirements applicable to the thickness of vector lines.

1.4. The colour and colour spaces shall be subject to the following requirements:

- when preparing files, colour management may be used only with the colour profiles meeting the type of paper indicated by the Contractor (Table 1);
- the total ink limit must meet the permissible paper class limits (Table 1);

Table 1. Colour profiles and characteristics of printing

Paper class	Colour profiles	Printing FOGRA characteristics	Max. total ink limit, %
WFC	ISOCoated_v2_eci.icc	Fogra39	330-300
MWC	ISOCoated_v2_300.icc	Fogra39	300
LWC improved	PSO_LWC_Improved_eci.icc	Fogra45L	300
LWC standart	PSO_LWC_Standart_eci.icc	Fogra46L	
MFC	PSO_MFC_paper_eci.icc	Fogra41	280
SC, LWU	SC_paper_eci.icc	Fogra40L	270
INP, MF	PSO_INP_paper_eci.icc	Fogra48L	260
SNP	PSO_INP_paper_eci.icc	Fogra42L	260
WFU	PSO_Uncoated_ISO12647_eci.icc	Fogra47L	300

- only CMYK colour space shall be used and the elements of the page cannot have ICC profile tags;
- the pages in which less than four CMYK colours are used must be indicated in the specification of the publication;
- use of spot or other additional colours (spot colours) must be coordinated with the Contractor’s technologists; in case of a failure to notify in due time, they shall be automatically converted into CMYK;
- the additional spot colours may be used only in the sheetfed press;
- the publications prepared by roll heat set type press machinery but having additional spot colours shall be automatically converted into CMYK or changing the file presented for printing shall be requested;
- the names of additional spot colour indicated in the files must meet the name of PANTONE colour, for unless use of another spot colour system is agreed;
- if a spot colour is used for marking of varnishing, hot stamping or embossing areas, it must be indicated in the special terms and conditions of the order;

2. Quality of printing

The imprint quality assessment includes:

- Colour register misregistry.
- Densitometric and spectrophotometric parameters of printing: raster dot gain value and colour values of primary colours.
- Raster reproduction limit values.

2.1. General requirements

- 2.1.1. The circulation sheets must meet the signed sheet and/or contractual colour proof according to the colour tone, character and size of the image elements.
- 2.1.2. If a sample sheet is signed by Customer, the signed sheet (imprint) shall further become the reference sheet (imprint) and example for the whole remaining circulation.
- 2.1.3. The reference sheet shall be approved by the Customer. If the Customer provided a contractual colour proof, meeting the requirements set out in paragraph 2.6 hereof, the printing shall be carried out according to the colour proof taking into account the maximum permissible deviations set out in paragraph 2.5 hereof.
- 2.1.4. If a contractual colour proof is not available, the printing shall be carried out according to the densitometric and spectrophotometric parameters in accordance with the requirements of the standard ISO 12647-2 (paragraph 4.4).
- 2.1.5. At (written) request of the Customer, deviations from the standard parameters are possible in the ongoing production process. If, at the request of the Customer, the deviations from the standard parameters exceed the maximum permissible parameters in the printing house, the Contractor does not assume liability for the quality under the standard in relation to which such deviation was made.
- 2.1.6. The circulation sheets must be free from bounces, non-printed elements, smearing, pickings, grease stains, fingerprints or other pollutants, ruptures, wrinkles, folded corners.
- 2.1.7. The main circulation control method is spectrophotometric control of the scale in the circulation sheets, compare to the measured fields in the signed sheet.

2.2. Colour registration

The maximum permissible deviation between the centres of the images between any two colours for offset printing shall be 0.2 mm.

2.3. Raster reproduction limits

2.3.1. The raster dot structures for offset printing must be correctly transferred to the imprint within the following limits:

- if the lineature is 150 lpi — from 2% to 98%
- if the lineature is 175 lpi — from 3% to 97%

There should be no image elements covering the dominant area in the printing plates in which the raster dot structures exceed the afore-mentioned limits.

2.3.2. The standard ink sequence in printing is as follows: Black, Cyan, Magenta, Yellow. The Contractor shall be entitled to change the ink sequence for technological reasons.

2.3.3. The shape of the raster dot shall be square – elliptical.

2.4. Spectrophotometric printing parameters

2.4.1. Following the standard ISO 12647-2, the printed primary colour areas in the colour space CIE L^*a^*b which are 100% printed by offset printing method must meet the values indicated in Table 1 below.

Table 1. Values of CIE L^*a^*b coordinates of the values of primary colours for 100% printed areas*

Type of paper	1, 2 (Fogra39)	WFU (Fogra47)	LWC IMP (Fogra45)	LWC (Fogra46)	MFC (Fogra41)	SC, LWU (Fogra40)	INP, MF (Fogra48)	SNP (Fogra42)
Colour	$L^*/a^*/b^*$	$L^*/a^*/b^*$	$L^*/a^*/b^*$	$L^*/a^*/b^*$	$L^*/a^*/b^*$	$L^*/a^*/b^*$	$L^*/a^*/b^*$	$L^*/a^*/b^*$
Paper	95/0/-2 94/0/-2	95/0/-2	92/0/-2	90/0/1	90/0/0	89/0/5	88/0/2	82/0/3
Black (K)	16/0/0	31/1/1	20/0/0	20/0/0	24/0/0	22/0/0	32/1/3	28/1/2
Cyan (C)	55/-37/-50	60/-26/-44	57/-37/-46	56/-37/-42	55/-33/-42	55/-36/-38	58/-29/-36	52/-27/-32
Magenta (M)	48/74/-3	56/61/-1	48/73/-6	47/71/-4	49/67/-2	48/66/-3	52/58/-2	49/53/-1
Yellow (Y)	89/-5/93	89/-4/78	86/-2/89	84/-1/88	84/-2/81	83/-1/86	82/-1/72	76/1/68

* To be measured on white background

2.4.2. The raster dot gain values shall be specified in Table 2 below:

Table 2. Colorimetric raster dot gain expressed in percentage.

Colorimetric raster dot gain, %														
Coating, %	FOGRA39		FOGRA40		FOGRA41		FOGRA42		FOGRA45		FOGRA46		FOGRA47	
	C, M, Y	K	C, M, Y	K	C, M, Y	K	C, M, Y	K	C, M, Y	K	C, M, Y	K	C, M, Y	K
100	0,0	0,0	0,0	0,0	0,0	0,0	0,0	0,0	0,0	0,0	0,0	0,0	0,0	0,0
90	6,0	7,0	6,0	7,0	6,0	7,0	6,0	7,0	6,0	7,0	6,0	7,0	6,0	7,0
80	11,0	12,0	11,0	12,0	11,0	12,0	11,0	13,0	11,0	12,0	11,0	12,0	12,0	13,0
70	13,0	15,0	14,0	16,0	14,0	16,0	15,0	17,0	14,0	16,0	14,0	16,0	16,0	18,0
60	14,0	17,0	16,0	19,0	16,0	19,0	18,0	21,0	16,0	19,0	16,0	19,0	18,0	21,0
50	14,0	17,0	16,0	20,0	16,0	20,0	19,0	22,0	17,0	20,0	16,0	20,0	19,0	22,0
40	13,0	16,0	15,0	19,0	15,0	19,0	18,0	22,0	16,0	19,0	15,0	19,0	18,0	22,0
30	11,0	14,0	13,0	17,0	13,0	17,0	16,0	20,0	13,0	17,0	13,0	17,0	16,0	20,0
20	8,0	10,0	10,0	13,0	10,0	13,0	12,0	16,0	10,0	13,0	10,0	13,0	13,0	16,0
10	4,0	6,0	6,0	7,0	6,0	7,0	7,0	9,0	6,0	7,0	5,0	7,0	7,0	9,0
0	0,0	0,0	0,0	0,0	0,0	0,0	0,0	0,0	0,0	0,0	0,0	0,0	0,0	0,0

2.5. Permissible deviations in printing. Colour differences.

2.5.1. The permissible deviations and colour variations from the standard ISO 12647-2 shall be used.

2.5.2. The values of the colour coordinates in the colour space CIE L*a*b with 100% paint covering (Table 1) measured between the circulation sheet and the signed reference sheet in accordance with the standard ISO 12647-2 should not exceed the values set out in Table 4:

Table 4. Permissible colour difference limits ΔE (CIELab)

	BLACK	CYAN	MAGENTA	YELLOW
Between the colour proof and the signed sheet	5	5	5	5
Between the signed sheet and the circulation sheet	4	4	4	5

Measuring conditions in accordance with the standard ISO 13655

2.5.3. The dot gain deviation between the colour proof, circulation sheet and signed sheet shall not exceed the values set out in Table 5 below.

Table 5. Permissible raster dot gain deviations

Control sheet value	Permissible deviation		Deviation variation
	For colour proofs	Signed sheet	Circulation sheet
40% or 50%	±3%	±4%	±4%
80% or 75%	±2%	±3%	±3%
Max. half-tone colour range	±4%	±5%	±5%

The maximum raster dot gain deviation between the colour proof and the signed sheet may be 7%.

2.5.4. The maximum value of the difference between chromatic (CMY) colours in half-tone colours should not exceed 5% .

2.5.5. Maximum permissible variations in grey half-tone shall be up to ΔE=7,5.

2.5.6. The difference of spot colours between the (reference) signed sheet and the colour sample should not be higher than ΔE= 3.0. The difference of spot colours between the circulation sheet and the colour sample should not be higher than ΔE= 5,0.

2.5.7. If the colour sample (reference) is not provided to the Contractor, the reference colour shall be established in accordance with the spot colour mixing catalogue Pantone Match System. In such case, the Contractor must be notified of the colour numbers in the catalogue and the name of the respective catalogue in writing.

2.5.8. The permissible colour deviation from the circulation sheet and/or the signed sheet from the colour proof should not exceed $\Delta E = 6,0$.

When comparing visually printed sheets with the colour proof, the following factors must be taken into account:

- the colour proof does not reflect the impact of the circulation paper on printing;
- not all half-tone colours of the colour proof may be identical to the imprint;
- the colour proof cannot absolutely accurately reproduce the printing process.

2.5.9. If the final printed product is processed by additionally varnishing with UV varnish or laminating, the processed product may very significantly differ from the non-processed product in colour terms. Therefore, only non-processed imprints shall be compared with the colour proof in terms of colour.

2.6. Contractual colour proof

2.6.1. The contract colour proof shall mean a colour proof created by the mean other than offset printing, intended for demonstration of the colour separation results and the circulation printing results modelling in terms of colour as precisely as possible.

2.6.2. The colour proof shall be deemed to be contractual if the production of colour proof meet the following requirements:

- the deviation of primary CMYK colours ΔE^*_{ab} is lower than 5 and ΔHue does not exceed 2.5;
- the deviation between printing surfaces/bases ΔE^*_{ab} is lower than 3;
- the average deviation of the remaining fields ΔE^*_{ab} including the greyness balance fields does not exceed 3 and the maximum deviation between the afore-mentioned fields does not exceed 6;
- the average deviation from the grey-balance fields ΔHue is not higher than 1.5;
- the average deviation of the fields outside the colour gamut ΔE^*_{ab} does not exceed 4;
- the maximum deviation of the raster fields of the primary CMYK half-tone colours does not exceed 3%;
- is certified.

Control of the contract colour proof shall be carried out by measuring the colour characteristics of the fields of the control scale *Ugra/FOGRA MediaWedge v.3*; thus, the scale is mandatory to the provided contract colour proof (Figure 1).



Figure 1. UGRA/FOGRA MediaWedge v.3.0 control scale.

2.6.3. The colour proofs not meeting the parameters set out in paragraph 2.6.2 hereof cannot be held contract colour proofs and shall not be accepted by the Contractor as reference colour samples by printing the circulation.

The contract colour proofs produced by the Contractor using own equipment and own materials shall always be deemed to be contractual.

2.6.4. Use of the colour proof which is not contractual as well as examples of different colours and reference colour models in the printing process is possible only by direct involvement of the Customer's representative in the printing process and signing the reference sheets by the Customer.

Otherwise, following paragraph 2.1.3 of this Annex, printing shall be carried out in accordance with the internal densitometric and spectrophotometric indicators established by the Contractor and meeting the requirements of the version of the standard ISO 12647-2:2004.

2.7. Varnishing, gloss of the printed products.

2.7.1. Circulation imprints varnished with water based, oily or UV varnish must be not scratched, not broken, the varnish layer should not separate from the imprint itself, there should be no derivatives in the form of "craters" in the varnish layer.

2.7.2. The varnish layer of the varnished surfaces shall be colourless and transparent.

2.7.3. The permissible varnish gloss values shall be indicated in Table 6 below.

Table 6. Permissible gloss indicators for different types of varnish layers.

	Oil varnish	Glossy water based varnish	Matt water based varnish	Glossy UV varnish	Matt UV varnish
Glossy paper	30% – 45%	45 – 75%	20% – 40%	85% – 95%	20% – 55%
Matt paper	25% – 35%	30 – 50%	20% – 40%	75% – 85%	20% – 55%

2.8. Additional requirements

2.8.1. Minor defects which do not have a significant impact on the use of the products for their intended purpose or their durability may arise in the course of circulation printing. Such slightly noticeable elements cannot be more than 10% of the whole circulation. Such defects shall include:

- **Slur** shall mean foreign matter mixed with paint which accidentally appear on the imprint, mainly on paper in the form of dust. Permissible slur appear:
 - on internal pages of periodicals the diameter of which shall be not larger than 0.3 mm;
 - on advertising pages and on cover pages of the diameter not larger than 0.1 mm diameter;
 - slur which is larger than 0.5 mm should not appear in the publication.
- **Scratches:**
 - Not more than one scratch which shall be not wider than 0.1 mm and not longer than 10 mm may appear on pages in the publication sheet.
- **Stains:**
 - The permissible stains the diameter of which is not larger than 2.0 mm not distorting the overall image tone and on pages of not more than two units.
 - There can be no stains which distort the textual information and information on the cover pages.

2.8.2. Sheet misregistration between both sides of sheet cannot be larger than 1.0 mm.

2.8.3. The imprints must be free from defects which distort or destroy printed information. Printed information may be distorted or destroyed by:

- Damages to the imprints: tears, folded corners, wrinkles, fingerprints, greasy stains and other mud;
- Imprints must be free from stains of printing paint, there should be no traces of pickings of paint in non-printed areas;
- Non-permissible reproduction defects: not printed areas, duplication, pickings.

3. Quality of the final product

3.1. General requirements for the quality of the products

A defect of finished products shall be construed as a collection of critical defects affecting the reproduced information or destroying it as well as worsening the commercial value of the product.

3.1.1. No defects distorting or destroying the reproduced information shall be allowed in the copies of printed matter:

- Incomplete set of the pages or breaches of the completion: foreign, repeating, missing, inverted, replaced sections, inserts, cover pages and other components of the publication;
- Incomplete pages or breached sequence of the pages, empty pages;
- Defects of texts and illustrations in pages;
- Mechanical damages arising in production of a publication;
- Non-permissible cuts of text and/or illustrations on pages if all technological distances in the layout were maintained.

3.1.2. The copies of publications must be free from defects due to which the publication fully loses its commercial value or cannot be used for the intended purpose:

- Torn binding;
- Not folded staples, missing staples;
- Rebound or mechanically damaged laminating foil;
- Cover detached from the spine.

3.1.3. If the cover page of the publication is not varnished and not laminated, the signs of transport belts on the first page and the last cover page shall not be considered as a defect.

3.1.4. If the cover page of the publication is with flaps, small tears at the edges shall be permissible.

3.1.5. Paper waving resulting from use of *heat set* press machinery is inevitable and shall not be considered as a product defect not meeting the quality requirements or the factor affecting the quality.

3.1.6. Paper creases that appear when using heat-stabilized Heat set type printing machines are inevitable when the product is designed with such components as: paper grammage $>60 \text{ g/m}^2$ and one of the folding schemes is selected: 1/8 (A4 8 pages glued in the printing machine), 1/16 (A5 pages 32). Those paper creases are not considered as a defect.

3.1.7. Shortening of the cover page in respect of the block shall not be considered as the product not meeting the quality requirements. It is inevitable due to use of different printing technologies and different paper acclimatisations after the printing process.

3.1.8. Such paper types as *silk* and *matt* have the property of smearing in brochure processes, during transportation (when covers or pages of different colours are in contact with each other). Thus, we recommend to use a protective varnish.

3.1.9. In all other cases, when resolving any arising disagreements concerning the quality, the Parties shall follow the technological standards and procedures approved by the Contractor.

3.2.0. The total quantity of the finished products not meeting the quality requirements cannot exceed 0.5% if the circulation is up to 100,000 copies and 0.2% if the circulation is larger than 100,000 copies.

3.2. Wire stitched publications (magazines and brochures)

3.2.1. The produced copies of the publications must have the total agreed number of pages, the pages must be arranged with the upper edgers to one side in accordance with the established sequence and the layout of the Customer.

3.2.2. The permissible staple displacement from the bending line shall be $\pm 1,0 \text{ mm}$;

3.2.3. The accuracy of matching of panorama pages shall be evaluated in accordance with the accuracy of folding (paragraph 3.5.6).

3.2.4. The block must be cut according to the approved layout. The accuracy of maintaining the format shall be $\pm 1,0 \text{ mm}$. The parallelism of the publication cannot be higher than 1.0 mm.

3.2.5. A higher tolerance limit for maintenance of the format, i.e. up to $\pm 2.0 \text{ mm}$, shall be allowed for the publications for the production of which such paper classes as WFU or INP shall be allowed due to the paper shrinkage factor.

3.2.6. Small splinters by the spine and cascade cutting up to 1.0 mm shall be allowed in the publications which have more than 64 pages and are printed on paper the density of which is higher than 115 g/m^2 .

3.3. Perfect bound publications (magazines, brochures)

3.3.1. The produced copies of the publications must have the total agreed number of pages, the pages must be arranged with the upper edges to one side in accordance with the established sequence and the Customer's layout.

3.3.2. The permissible displacement of the upper edge of separate sections, cover pages, inserts shall be not higher than 1.0 mm.

3.3.3. The accuracy of matching of panorama pages shall be assessed in accordance with the accuracy of folding (paragraph 3.5.6).

3.3.4. The block must be cut according to the approved layout. The accuracy of maintaining the format shall be $\pm 1,0 \text{ mm}$. A higher tolerance limit for maintenance of the format, i.e. up to $\pm 2.0 \text{ mm}$, shall be allowed for the publications for the production of which such paper classes as WFU or INP shall be allowed due to the paper shrinkage factor.

3.3.5. Glue in between pages affecting adhesion of the pages resulting in damage to the text and/or illustrations when opening pages shall not be allowed. There should be no glue between pages deeper than 1.0 mm. Solitary cases of glue up to 2.0 mm shall be permissible.

3.3.6. The defects resulting in fall of elements of the block, i.e. not glued pages, torn block, shall not be permissible.

3.3.7. Deformation of the block, fallout of the block from the cover shall not be allowed.

3.3.8. The cuts shall be straight and clean, without traces of glue. Slightly noticeable touches (traces of knives) on the surfaces of the cuts shall be allowed.

3.3.9. The spine must be of rectangular shape. Rounded spine may be created except for the cases where the thickness of the publication is lower than 4 mm.

3.4. Publications glued *in-line* (printing machine finished)

3.4.1. Minor signs of cuts made by knives shall be permissible;

3.4.2. The format deviation limits shall be ± 1.0 mm. Higher tolerance limit for maintaining the format, i.e. up to ± 2.0 mm, shall be allowed if paper of WFU and INP classes is used;

3.4.3. The limits of the gluing area on each side of the page shall be up to ± 3 mm;

3.4.4. Solitary glue spots between panorama pages shall be allowed;

3.5. Accuracy of the technological operations and permissible deviations

3.5.1. The permissible product cutting deviation arising when cutting by a single-knife guillotine shall be ± 0.5 mm.

3.5.2. The transversality of the cut edge of the product in respect of other edges cannot exceed 0.3% of the cut length of the edge (nevertheless, the minimum permissible transversality shall be up to 0.5 mm).

3.5.3. The maximum permissible deviation of the positioning of emboss or hot stamping elements on the printed image cannot be higher than 1.0 mm.

3.5.4. The maximum permissible deviation of the positioning of spot UV varnishing elements on the printed image cannot be higher than 1.0 mm.

3.5.5. The maximum permissible deviation of the die cut in the finished product cannot be higher than ± 1.5 mm.

3.5.6. The folding deviation shall be not higher than 1.0 mm (the difference of the widths of the top and bottom of the adjacent pages shall be not higher than 2.0 mm).

3.5.7. Preservation of not damaged paint layer at the bending points shall be guaranteed when folding the paper up to 130 g/m² and, in case of heavier paper, only by means of creasing and where the total CMYK ink limit at the point of bending does not exceed 250%.

3.5.8. Due to brittleness of UV varnish when folding the products covered with UV varnish, damages to varnish and paint layer shall be permissible. Therefore, it shall be recommended to leave the lines of bending not varnished (use spot UV varnishing).

3.5.9. The maximum permissible bending positioning error for leaflets and advertising products cannot be higher than 1.0 mm.

3.5.10. The maximum permissible crease positioning error cannot be higher than 1.0 mm.

4. Requirements for labeling and packaging of the products

4.1. The copies of the circulation shall be packaged and labeled as agreed with the Customer.

4.2. If the terms and conditions of packaging and labeling of the particular products are not agreed with the Customer, the Contractor shall package and label the products at its own discretion, following its own experience and internal instructions.

4.2.1. The Contractor shall use the following packaging methods:

- packaging into packaging paper or other packaging materials;
- packaging into corrugated paperboard boxes;
- packaging into thermally shrinking film;
- cross binding by a packaging strip;
- loose directly on pallets without packaging;

Combined packaging options shall be permitted.

- 4.3. Unless agreed otherwise, the number of copies of the circulation per packaging unit shall be such that the weight of the packaging unit did not exceed 8 kg.
- 4.4. Unless agreed otherwise, the number of copies in all packaging units shall be the same.
- 4.5. The packaging unit shall be even and tidy.
- 4.6. Unless agreed otherwise, each packaging unit shall bear a label containing the following details: the number of the order, the name, the customer, the number of copies per packaging unit.

5. Requirements for packaging of pallets

- 5.1. Boxes or packs on pallets shall be arranged in rows of the same length at the same level; lines of different levels shall be asymmetrical.
- 5.2. A pallet prepared for dispatch shall be wrapped with stretch foil, cross fastened with polypropylene strips and marked at least with one label containing the following information: the number of the order, the name, the customer, the number of copies on the pallet.

6. Additional terms and conditions

In case where the Customer requests for more stringent quality requirements than described in this Annex and the Contractor confirms that it may fulfil them, the Contractor shall be deemed to perform an additional service to the Customer for which the Contractor shall be entitled to request for extra remuneration determined by mutual agreement between the Parties.