

Toll Coating Requirements

We appreciate this opportunity and look forward to toll adhesive coating your material. Please review this document carefully as it contains guidelines and information we require on all incoming customer owned materials. Note, before we can accept your order or receive your materials we must receive an endorsed copy of this document.

ADHESIVES

- MSDS (Material Safety Data Sheets) with all incoming customer owned adhesives are needed.
- COA's (Certificates of Analysis) on all incoming customer owned adhesives are required. COA's should include percent solids, viscosity, and pH. All other vital technical information is appreciated. Fax COA to 336-578-5534 to the attention of QA Department or email to AI-QA@ACUCOTE.COM.
- Adhesives must have a freeze indicator during months where temperatures may reach 32°F or colder to ensure adhesives did not freeze prior to receipt.

FACESTOCKS

- A 8.5 x 11 sample of customer owned facestock with the initial order indicating which side is the print side is needed. This is critical in placing the adhesive on the correct side.
- Each roll of incoming customer owned face stock should be marked which side is the print side. Print side wound OUT is preferred.
- Corona treatment of both the print and adhesive sides of film face stocks is typical. Advise as to the specific requirements for print treatment and adhesive anchorage for this project.
- Standard widths are 53", 55", and 61".

RELEASE LINERS

- Silicone side wound OUT is preferred. Silicone side should be marked on each roll.
- Liner needs to be ¼" narrower width than face stock.
- Standard widths are 52.75", 54.75" and 60.75"

LINER BASE STOCK (for silicone coating at Acucote)

- Side to be silicone coated wound OUT is preferred and labeled as such.
- Basestock needs to be same width as facestock or ¼" smaller.

ALL CUSTOMER OWNED RAW MATERIALS

- A packing list with the following information is required:
 - Quantity of lineal feet per roll (or gallons of adhesive)
 - Weight in lbs. per roll (or drum or tote)
 - Suppliers roll number or lot number. A manufacturing label should be on each roll, drum or tote clearly identifying the supplier roll or lot number. Barcode label preferred if possible.
- Future orders for the same item should have the Acucote Item Number on the packing list and manufacturing roll label for reference. Your Acucote customer service contact will supply you with this number. This number will start with a 7.
- Raw materials with factory splices and/or multiple passes will affect the number of splices in product produced. Splice free materials are preferred.
- Acucote Receiving hours are Monday – Friday, 6:00 a.m. – 2:00 p.m. EST by appointment. Please contact Jason Broadway, 336-578-1800 x 222, for appointments.

- Maximum OD is 40" for paper.
- Maximum OD is 32" for film.
- 3" cores are preferred – can use 6" cores. Paper cores only.
- **Adhesive Coated products require a dry border in the coating process. One inch trim loss total will occur for available finished product widths.** (If face is 50" – we can finish at 49")
- All material should be packaged to ensure against damage and appropriate size skids used where applicable.
- If available, please send an MSDS sheet with shipment of any face, liner or base stock.

The customer accepts responsibility for waste. Waste will vary and is always influenced by order size, raw material, roll length, trial runs, multi-pass solutions, complexity of product, etc. Estimated waste can be provided by our Business Development Team.

CUSTOMER USE ONLY

I have read and agree to the above stated information and requirements:

Print Name: _____

Title: _____

Signature: _____

Date: _____

ACUCOTE USE ONLY

Item number: _____

Face item number: _____

Adhesive item number: _____

Liner item number: _____

Special instructions: _____

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