** Printing and Mailing of Garden Waste Permits in North Somerset**

**Specification**

|  |  |  |
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|  | **Details** | **Essential (E) and Optional (O) Criteria** |
| **Permit Sticker** |  |  |
|  | 1PP | E |
|  | A6 Landscape | E |
|  | Self-Adhesive | E |
|  | Vinyl – one colour | E |
|  | Outdoor Ink – UV resistant | E |
|  | Bespoke sticker- customer address printed onto sticker | E |
| **Permit Tag** |  |  |
|  | Polytuff self-tie tag | E |
|  | 2pp (75x381mm) | E |
|  | Polytuff 170gsm | E |
|  | One colour (same artwork both sides) | E |
|  | Supply on rolls | E |
|  | Bespoke tag - customer address printed onto tag | E |
| **Mailing** | Send out letters second class within 5 days of receiving the permit list | E |
|  | Envelope (Ink: black only, return address on reverse) | E |
|  | 100gsm laser (letter) C5 envelope | E |
|  | Two variations of covering letter   * Letter w/ permit sticker:1pp A4 letter and A6 sticker * Letter w/ permit tag: 1pp A4 letter and 2pp (75x381mm) polytuff tag | O |
|  | Letter (full colour) | O |
|  | Paper should be FSC-certified and have at least 50% recycled content | O |

\*Ownership of permits after printing will be the property of NSC.