

Periodicals Accuracy, Grading and Evaluation

Pre-Certification Questionnaire

This questionnaire is **required** to assist the Periodicals Accuracy Grading and Evaluation (PAGE) Department in the evaluation of software products participating in PAGE certification. Please answer each question using the space provided. If additional space is needed, you may attach additional pages. After completing this questionnaire and the application, please return them, a sample PAGE statistics report and the appropriate fees to the National Customer Support Center (NCSC) using the address found on the application. If you have any questions, please contact the PAGE Department at 800-238-3150 and ask to speak with a PAGE representative.

1. For a publication prepared in a wrapper or envelope, how does your software include the wrapper weight in determining the per copy weight rate computation?

2. Can your software use more than one unit of measurement for different parts of a publication? *(For example: If you measure the publication in square inches, will the software allow the measurement of a supplement to that publication by pages?)*

3. How does your software address the weight calculations and advertising percentages of impermissible enclosures (including Ride-Along mailpieces) included with a publication?

4. How does your software include advertising on addressed envelopes, polybags and other wrappers when calculating the advertising percentage?

5. How does your software address the size and weight requirements of all impermissible Periodicals enclosures (including Ride-Along mailpieces)?

6. How does your software calculate a detached address label with advertising on the opposite side?

7. How does your software calculate the units of measurement and pagination of inserts that are either oversized (foldouts) or undersized as compared to the set page measurements for a publication?

8. How does your software calculate the units of measure for an odd shaped piece (e.g., a triangular cutout)?

9. How does your software calculate a blank bellyband on a publication? How does it calculate the bellyband, if the publication is enclosed in a wrapper?

10. Incidental First-Class matter such as bills and statements of account may be included with Periodicals. If included, how does your software calculate the weight and advertising percentage of the enclosure?

11. How does your software count a blank hangar when attached to an advertising insert, non-advertising insert, and impermissible enclosure?

13. How does your software calculate datelines and/or footlines?

14. How does your software calculate white/clear space?

15. How does your software calculate clear space borders on a page of advertising, non-advertising, mixed page of advertising and non-advertising?

Form Completed by: _____

Date: _____

Company Name: _____

Phone: _____

Fax: _____

Product Name & Version Number: _____