Appvion Standard Layout

All holes are centered on the sheet.
If your requirement is different, you will need to inform us.
See last page, number 7.

The maximum distance from edge-of-sheet to edge-of-hole is ½”. See Figure # 1, below.
When selecting one of Appvion’s “Standard” Patterns, the following criteria is established:

1) Diameter of holes in inches: 1/4" or 5/16”
2) Number of holes:  2,3,4,5 or 7
3) Location of holes on sheet: TOP or SIDE
4) Hole distance apart, center-to-center, as noted in pattern description.

Don’t find the pattern you need from the options below?

Please call Appvion Customer Service for additional information. Thank you!

Customer Service at 1-800-533-9421
**Pattern 210**
Two (2) – $\frac{1}{4}$” diameter holes with
2 3/4” center-to-center spacing.
1/16” min. to 1/2” max. edge-of-sheet to edge-of-hole.
Holes can be at positioned at top or side of sheet.

**Pattern 260 - Standard**
Two (2) – 5/16” diameter holes with
2 3/4” center-to-center spacing.
1/16” min. to 1/2” max. edge-of-sheet to edge-of-hole.
Holes can be at positioned at top or side of sheet.

**Pattern 270**
Two (2) – 5/16” diameter holes with
3 1/8” center-to-center spacing.
1/16” min. to 1/2” max. edge-of-sheet to edge-of-hole.
Holes can be at positioned at top or side of sheet.

**Pattern 280**
Two (2) – 5/16” diameter holes with
3 3/16” center-to-center spacing.
1/16” min. to 1/2” max. edge-of-sheet to edge-of-hole.
Holes can be at positioned at top or side of sheet.
**Pattern 310**
Three (3) – ¼” diameter holes with
4 ¼” center-to-center spacing.
1/16” min. to 1/2” max. edge-of-sheet to edge-of-hole.

**Pattern 320**
Two (2) sets of three (3) – ¼” diameter holes with
4 ¼” center-to-center spacing.
1/16” min. to 3/8” max. edge-of-sheet to edge-of-hole.

**Pattern 360 - Standard**
Three (3) – 5/16” diameter holes with
4 ¼” center-to-center spacing.
1/16” min. to 1/2” max. edge-of-sheet to edge-of-hole.

**Pattern 410**
Four (4) – ¼” diameter holes.
3 1/8” center-to-center spacing.
1/16” min. to 1/2” max. edge-of-sheet to edge-of-hole.
**Pattern 460 – Standard**
Four (4) – 5/16” diameter holes with 3 1/8” center-to-center spacing. 1/16” min. to 1/2” max. edge-of-sheet to edge-of-hole.

**Pattern 505**
Five (5) – ¼” diameter holes with 1 1/8” center-to-center spacing. 1/16” min. to 1/2” max. edge-of-sheet to edge-of-hole. Holes can be at positioned at top or side of sheet.

**Pattern 510**
Five (5) – ¼” diameter holes with 1 3/8” center-to-center spacing. 1/16” min. to 1/2” max. edge-of-sheet to edge-of-hole. Holes can be at positioned at top or side of sheet.

**Pattern 520**
Five (5) – ¼” diameter holes with 1 13/32” center-to-center spacing. 1/16” min. to 1/2” max. edge-of-sheet to edge-of-hole. Holes can be at positioned at top or side of sheet.
Pattern 570 - Standard
Five (5) – 5/16” diameter holes with 1 3/8” center-to-center spacing.
1/16” min. to 1/2” max. edge-of-sheet to edge-of-hole.
Holes can be at positioned at top or side of sheet.

Pattern 580
Five (5) – 5/16” diameter holes with 2 7/8”- 1 3/8”- 1 3/8”- 2 7/8” center-to-center spacing.
1/16” min. to 1/2” max. edge-of-sheet to edge-of-hole.

Pattern 710
Seven (7) – ¼” diameter holes with 2”, 7/8”,1 3/8”, 1 3/8”, 7/8” and 2”.
center-to-center spacing.
1/16” min. to 1/2” max. edge-of-sheet to edge-of-hole.

Pattern 760 - Standard
Seven (7) – 5/16” diameter holes with center-to-center spacing 2”, 7/8”, 1 3/8”, 1 3/8”, 7/8” and 2”.
1/16” min. to 1/2” max edge-of-sheet to edge-of-hole.
Customer Hole Punch Instruction Sheet

- Lay your sheet on a table with holes facing away from you (See Figure # 2, below.).
- Number the holes starting with one (1) at the far left side of the sheet.

Appvion needs the following measurement information from you:

1. Diameter of the holes, in inches, on your sheet? __________
2. How many holes are there on your sheet? __________
3. What is the measurement, in inches, of your sheet along the hole side? __________
4. What is the measurement, in inches, of your sheet on the other side (where there are no holes)? __________
5. What is the measurement, in inches, between the holes? __________
6. What is the measurement, in inches, between the edge of your sheet and the edge of the holes? __________
7. Holes are centered on the sheet unless you advise otherwise. If you do not want the holes centered on the sheet:
   a) Measure the distance from the top edge of the sheet, to the top edge of the hole, farthest to the right.
      What is that measurement, in inches? __________
   b) Measure the distance from the bottom edge of the sheet, to the bottom edge of the hole, farthest to the left.
      What is that measurement, in inches? __________

Figure # 2

SIDE Edge of Sheet

DIST. edge of sheet
to edge of hole
= 1/4"  
TOP Edge of Sheet

Dist. Top edge of sheet
to Top edge of hole
= 1 3/32"

Dist. BOTTOM edge of sheet
to BOTTOM edge of hole
= 1 3/32"

5/16" holes
Side