

**S.C. DEPARTMENT OF MOTOR VEHICLES  
GOLF CART PERMITS  
SPECIFICATIONS**

- Overall size including the tabs is 5" x 3.5" pressure sensitive label made from a 3M Scotchlite reflective sheeting series 510-10 or equal. Permit size after pulled from booklet 5" x 2.75".
- Kiss cut 3/4" from top. Perforation located 1/2" from top.
- 10 permits per pad. 200 pads per carton.
- Cover: 5" x 3-1/2" on top and bottom of each pad of 10 permits. Cover will be printed with the beginning and ending numbers of the 10 permits in each of the pads.
- Cover stock: 110lb. buff tag paper. Pads will be secured with three staples at left, center, and right in stub area at top of cover above the perforation.
- Awarded vendor will be required to have a full service art department and must have the ability to adjust files and layouts as needed.
- Background area behind the audit number, printed years and month to be reflective (knock out behind the logo).
- Colors: Two pantone colors plus black
- Sequential audit numbers will end in the letter "G". No missing audit numbers allowed or accepted.
- One finished pack (ten actual product proofs) will be required before production begins (for testing purposes). Electronic proofs will not be accepted.
- Printed years will change with each annual order.
- Permit is printed front and back. Application instructions are to be printed on the decal liner.
- Photos attached of front and back of permit, and cover.
- Include freight and handling charges in your bid price.
- Annual order quantity of 9,000 permits (900 pads of 10) is estimated. Quantity ordered depends on public demand and may be more or less. Please keep this in mind when preparing your bid.
- Contract will be for one initial year with four one-year renewal options. Maximum contract period is five years.

# STATE OF S.C. FORMS SPECIFICATION SHEET

The S.C. Government Printing Services Manual (1-1-98) shall be made part of all Printing Procurements by reference.

Vendor \_\_\_\_\_ Authorized Signature \_\_\_\_\_

SEE ATTACHED SPECIFICATIONS.

AGENCY NAME <b>SC Department of Motor Vehicles</b>				DELIVERY DATE REQUIRED		INSIDE <input type="checkbox"/> DELIVERY		DATE COPY WILL BE READY FOR PICKUP BY CONTRACTOR									
QUANTITY ORDERED <b>Estimated: 900 packs (10 per pk)</b>			NO. PARTS		FORM NUMBER <b>GC-1</b>		TITLE OR DESCRIPTION OF FORM AS IT IS TO APPEAR ON CTNS & SHIPPING PAPERS <b>Golf Cart Permit (Estimated 900 packs per year)</b>										
<input type="checkbox"/> Continuous <input type="checkbox"/> Maller  <input type="checkbox"/> Snap Set <input type="checkbox"/> Other		COMPOSITION					SPECS		PROOFS		CARBON DUMMY		ARTWORK				
		New	Exact	Disk	Camera Ready	Changed	Rev	Exact	Yes	No	Yes	No	Screens	Reverses	Logos	Other	
		<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
PART	Overall Size including Stub		Stub Size		Paper Specification			Carbon Size Overall Width For Continuous Forms Length From Stub Perf For Snapshots									
			Left	Right				Ink Specifications		Copy		No. Of Extra Perfs		Marginal Words Or Designating Numbers		B C E A T R W B E E O N	
			Top	Bottom	Color	WT.	Kind	Face Printing		Back Copy	Backer Copy	H	V	P	Ink Color		
	WIDTH	LENGTH	<input type="checkbox"/>	<input type="checkbox"/>				PRIM.	SEC	Printing	As	As					
1	5"	3-1/2"							Back								
2																1 2	
3																2 3	
4																3 4	
5																4 5	
6																5 6	
7																6 7	
8																7 8	
9																8 9	
10																9 10	
Numbering		From: To be determined at a later date.			To:			No. Of Positions		Color Black		Guaranteed <input checked="" type="checkbox"/>		List Missing <input checked="" type="checkbox"/>		MICR Specifications <input type="checkbox"/> Press <input type="checkbox"/> Crash <input type="checkbox"/> Static Only <input type="checkbox"/> Static & Consecutive	
Punching		position	No. Of Holes	Diameter	C To C	Edge Of Paper To Center Of Hole	Punch Parts	Press	Drill	Special Punching							
Continuous Forms		Marginal Punching		Marginal Perfs		Crimp		Glue		Forms Handling Equipment (Specify Name & Model No.)				Characters Per Inch (Across)	Lines Per Inch (Down)		
		Left	Right	Left	Right	Left	Right	Left	Right	Printer	Deleaver	Burster					
		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>								
		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>								
Book Binding Or Padding		Stub		Type Of Cover			Covers Printed		Ink Color		Quantity		Packaging Specifications				
		Left	Right	Triad	Flyleaf	Yes	No	Black		Book Or Pad		Packing	QTY/PKG	QTY/CTN			
		<input checked="" type="checkbox"/> Top	<input type="checkbox"/> Bottom	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>			10 permits per pk		<input checked="" type="checkbox"/> STD <input type="checkbox"/> SPI	10 per pk	200 pks per ctn			
Agency Contact Cathy Lucas							Phone Number Email preferred: cathy.lucas@scdmv.net										

ALL COPY, PROOFS, ETC. MUST BE PICKED UP AND DELIVERED IN PERSON BY A CONTRACTOR REPRESENTATIVE WHO IS KNOWLEDGEABLE AND CAPABLE OF DISCUSSING THE CONTRACT.

SPECIAL INSTRUCTIONS: See attached.

▼ BEND AND FEEL ▼

# SOUTH CAROLINA GOLF CART PERMIT



Expires in the month and year punched below.

59898G

JAN FEB MAR APR MAY JUN JUL AUG SEP OCT NOV DEC  
2018 2019 2020 2021



**SOUTH CAROLINA**

▼ BEND AND PEEL ▼

**APPLICATION INSTRUCTIONS**

**Must be placed on the front of the driver's side to be visible when being approached by a vehicle.**



59891G - 59900G