

**GENERAL INFORMATION**

Normally publications to be mailed in the PG bundle must not exceed A5 (210 mm x 148 mm) in size or must be folded to A5. There may, if there is the demand, be an occasional oversize bundle, with an absolute maximum of A4 and the PG Mailer may at his/her discretion stockpile oversized items until there is sufficient quantity to merit an A4 bundle. The Mailer may, within reason, mail out large items if sufficient suitable (size and strength) envelopes are supplied to him/her with the items in question.

Items of a religious or political nature, or which could be considered offensive to other members, may be withheld by the Mailer at his/her sole discretion without notice.

There is a PG Cup for the best publication in the PG bundle in the previous calendar year, and a PG Award for the runner up, presented by the President of the Society at the Annual Dinner. These are judged by the PG Chairman and last year's Cup winner.

---

**PG MEETING**

There is an Annual General Meeting of Publishing Group members held as part of the annual BPS Convention. Among other matters the members of the PG Committee take office for the year up to the next BPS Convention and the theme for *Small Printing* is chosen. Interested BPS and prospective members are welcome to attend.

---

**SMALL PRINTING**

This is a co-operative publication by members of the Publishing Group printed during the middle of the year, collated and bound in November and mailed out to contributors during December. Extra copies are produced for sale to subsidize the running of the Group. The chosen theme is not compulsory but is a guide only to an appropriate topic. The page size is A5, portrait (upright) format in even years and landscape (sideways) in odd years. Paper should be between 85 gsm and two-sheet card as it is usually comb or spiral bound. Allow at least a pica on a straight left hand edge for binding. Members may produce as many pages as they wish (on both sides of the paper) but the back of the last page should be blank or bear an unobtrusive colophon only. Pages not the correct size may well be omitted. Details of quantity required and to whom they should be sent (by 30th October) will be advertised in the bundle during early summer.

**PG CALENDAR**

**April**

PG Members' Meeting to be held during the BPS Convention on the Saturday (usually late morning or early afternoon). The new Committee takes office, the theme for the next *Small Printing* is chosen and other relevant matters are discussed. The Chairman advises the President of the names of the winners of the PG Cup and the PG Award; the President presents the Cup and the Award at the Society Annual Dinner.

**May**

Details of *Small Printing* to be published giving theme, quantity required, format, size, paper, type of binding, name of collator, etc.

**June**

PG Membership List published.

**October**

Mail out membership renewal information. End of October is deadline for receipt of pages for *Small Printing*. Nominations for next PG Committee invited (self-nomination, without a seconder, is acceptable.)

**November**

Binding of *Small Printing* in progress.

**December**

*Small Printing* mailed out to contributors. Renewal reminders sent out. Review of *Small Printing* from non-contributor requested.

**January**

PG Committee considers applications for renewal, members' contributions for previous year and decides the Membership List for coming year. Review of *Small Printing* and advertisement prepared for inclusion in next available edition of *Small Printer*.

**February**

Resolutions for the Society AGM to reach the BPS Secretary by 25th February. The Chairman, and last year's Cup winner decide the new winners of the PG Cup and PG Award.

**BRITISH PRINTING SOCIETY**

**PUBLISHING GROUP**

**MEMBERSHIP APPLICATION FORM**

I understand the qualifications for membership of the Publishing Group and am aware of the PG and Mailing Regulations and wish to be admitted / to rejoin / to continue as an *active* PG member.

I enclose my crossed cheque / Postal Order for £.....:..... (Sterling only) made out to "*British Printing Society*" and two *samples* of items I would like to circulate in the PG bundle.

Name .....

BPS No .....

Address for Mailing .....

.....  
.....  
.....

Post Code .....

Signature .....

Date .....

This form is to be sent to the PG Chairman with *samples* of items proposed to be circulated. Once accepted for membership, items for circulation should be sent to the PG Mailer.

At present the PG subscription is:

the PG Chairman is:

the PG Mailer is:

and the number of items required for full circulation (including the Copyright Libraries) is:

## BPS PUBLISHING GROUP REGULATIONS

- 1 The name of the Group shall be the British Printing Society Publishing Group.
- 2 All fully paid-up members of the Society are eligible to join after the issue of two suitable publications in either the Society bundle or the PG bundle. Requests to join the PG shall be made to the PG Chairman.
- 3 A supplementary subscription for each year or part of a year shall be payable by all PG members except those referred to in Regulation 8 below. The subscription shall be paid to the PG Chairman.
- 4 Members of the Group are expected to share in its activity. The contribution of two items per year, to either the Society bundle or the PG bundle, is considered reasonable. The Group's continued existence depends on the active participation of its members and those who do not contribute may not always be eligible for renewal of membership in the Group.
- 5 A Committee consisting of a PG Chairman, PG Mailer and the PG Councillor (who represents the PG on the Executive Council) shall be responsible to the Executive Council for the proper running of the Group.
- 6 A PG Councillor shall be elected to the Executive Council by members of the PG prior to the 25th February.
- 7 The PG Chairman and the PG Mailer shall be appointed by members of the Group, normally by election at the PG's Annual General Meeting.
- 8 All Executive Officers are *ex-officio* members of the Group and are exempt from obligations under Regulations 2, 3 and 4.
- 9 Early in each month the PG Mailer shall send to each member of the Group a bundle containing such publications as he/she has received since the dispatch of the preceding PG bundle. Mailing Regulations 3, 5, 6, 10 and 11 for the Society shall apply also to the PG bundle (see below).
- 10 Members of the Group must notify changes of address to the PG Mailer in addition to their official notification to the Society.
- 11 Prospective members of the Group should address their enquiries to the PG Chairman. A selection of publications, as available, will be sent to them on receipt by the PG Mailer of stamps to the value of 100g second class mail.

## EXTRACTS FROM BPS MAILING REGULATIONS

- 3 Stuffing the bundle is time consuming and items for distribution will not be accepted unless they are (or are folded to) not less than A5. The Mailer will neither fold nor guillotine items.
- 5 The Mailer may, at his/her sole discretion, withhold any one or more of the items received for distribution if by their inclusion the Society would incur unnecessary additional postal expenses.
- 6 The Mailer may, at his/her sole discretion, withhold any item until such time as Executive Committee approval is given for its circulation.
- 10 Included in the non-members mailing lists are those libraries to which copies of all publications must, by law, be sent.
- 11 In their own interests, members should ensure that all parcels sent to the Mailer are properly packed (in a cardboard box) and properly addressed.

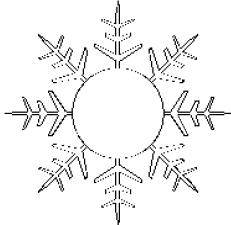
## PROP CARD (PROPRIETORS'S CARD)

The size is to be exactly 3" x 5" (76mm x 127mm) and is measured in inches still as it is to match many hundreds in use in standard card index boxes held by printers around the world. Obviously cards not to this size are not acceptable.

If possible it is preferable that you supply the Mailer with two lots, for him/her to send out two to each member, as quite frequently these are filed both under the proprietor's surname and the pressname.

Details are required in the following manner:

Top left corner Proprietor's surname, then forename or initials;  
Second line Press name;  
Third line Address;  
followed by pressmark (optional) and details of press, machines and equipment, interests, publications, affiliations, etc.



**PRINTER, A.P.G.**  
*The Snowflake Press*  
2 Bodoni Avenue, Baskerville, Glinnt GLL2PT

*Presses used:* Adana 8x5, Adana HQ Flathed  
*Equipment:* Hand guillotine, book binding press  
*Text faces:* Baskerville, Ehrhardt, Bell  
*Display types:* Gastellar, Chisel, Fry, Columna, Colonna  
*Interests:* Classical typography, history of printing,  
*Publications:* Symphology, Solipsists Unite!, Credo in ...

## BRITISH PRINTING SOCIETY

### PUBLISHING GROUP

### PROSPECTUS

You are invited to apply for membership (or to continue your membership) of the Publishing Group of the British Printing Society.

The Publishing Group was formed in 1958 when the number required for items to be included in the main bundle (then 600+) became too large for some members to handle, especially small items of an experimental, multiple-run or illustrative nature. The formation of the PG within the society permits members, who wish to be active in print, to publish relatively short runs of specialist work to other members who are also actively interested in print.

Members are encouraged to circulate to others, both within the PG and BPS, items of printing which they have produced themselves and which are of interest in content or production as artistic, experimental or technical aspects of printing (including typography, printing history, book binding or other aspects of printing). Comments on and review of other items in the bundle or elsewhere of interest to printers is also welcomed.

The society's PG Regulations and extracts from its Mailing Regulations are printed below. In essence, members must produce *two* items for circulation in either the PG or BPS bundle per calendar year and in the first year one of these items *must* be a 3" x 5" (76mm x 127mm) prop card which is explained elsewhere on this leaf. "Run-ons" and Christmas cards do not count as contributory items but are accepted for circulation at the discretion of the Mailer.

Existing members who have failed to supply two items this year and who wish to continue their membership during the next year should produce and send such items to the PG Mailer to arrive not later than 30th November for inclusion in the December bundle.

The only qualification required for new members joining is a genuine enthusiasm to participate proved initially by submitting *samples* of two items with the application form below to the PG *Chairman*. When acknowledged as acceptable sufficient copies for all the PG circulation must be sent to the PG *Mailer* and then the member will be included on the PG Mailing List. Members who join part way through the year are supplied with back numbers of the PG bundle, as complete as possible, for the earlier months of that year.

Details of the current subscription, the names of the PG Chairman and PG Mailer and the number of copies required for circulation are on the application form. The PG Mailer will advise the Group from time to time of the number of items required for complete circulation, including Libraries, etc.