

Boise Cascade *Pro-Install*® Brand Packaging User Guide

Boise Cascade Building Materials Distribution, L.L.C.

Boise Cascade *Pro-Install*® Brand Packaging User Guide

This user guide is intended to bring consistency to the design and placement of information on all Pro-Install® branded packaging.

Obtaining Artwork Files

Boise Cascade Building Materials Distribution, L.L.C. is responsible for providing artwork files for Pro-Install® branded products to all suppliers. Suppliers must follow this user guide when using Pro-Install® packaging and contact a Boise Cascade representative at 1-800-844-0518 or Distribution@BC.com or through the distribution center submitting the order to obtain any artwork files that are needed.

Artwork Restrictions

Suppliers are not permitted to change, add, or rearrange any design elements or the label components in the artwork. Our goal is to ensure the consistency and integrity of the Pro-Install® brand.

The tree logo and “Pro-Install” text should always be used followed by the “®” registered or the “TM” trademark designation as appropriate for the product. The correct logos will be integrated into the artwork files.

All products produced and packaged with the Pro-Install® brand must meet all specifications detailed in the artwork. These specifications include, but are not limited to: quantity, weight, size and ASTM standards.

Carton and Label Size Variations

While the artwork files supplied by Boise Cascade are designed for a specific packaging size, suppliers have the latitude to scale the artwork files, design elements and product labels to match different packaging sizes. The final package size should be appropriate for that product. When scaling any components or elements of the artwork, be sure that the original height and width proportions are maintained on all labels, graphics and logos.

Direct-Print versus Pre-Printed Product Labels

The product label component of a box layout may be either printed directly onto the box or it may be applied to the box as a stick-on label. The label must be permanent. It must not wrap to another side of the packaging. It must be in the same relative position shown in the layout file. Use a white label with no border.

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Packaging with Layouts

- 1) On all bulk box, master carton and carton layouts, maintain the relative placement of all graphic elements.
- 2) Scale the graphic elements (product label, logos and graphics) to fit the actual packaging size.
- 3) If unsure about a particular layout, please contact a Boise Cascade Building Materials Distribution representative to review and confirm the design.
- 4) The following examples show typical layouts for: bulk box, master carton and carton.

Bulk Box

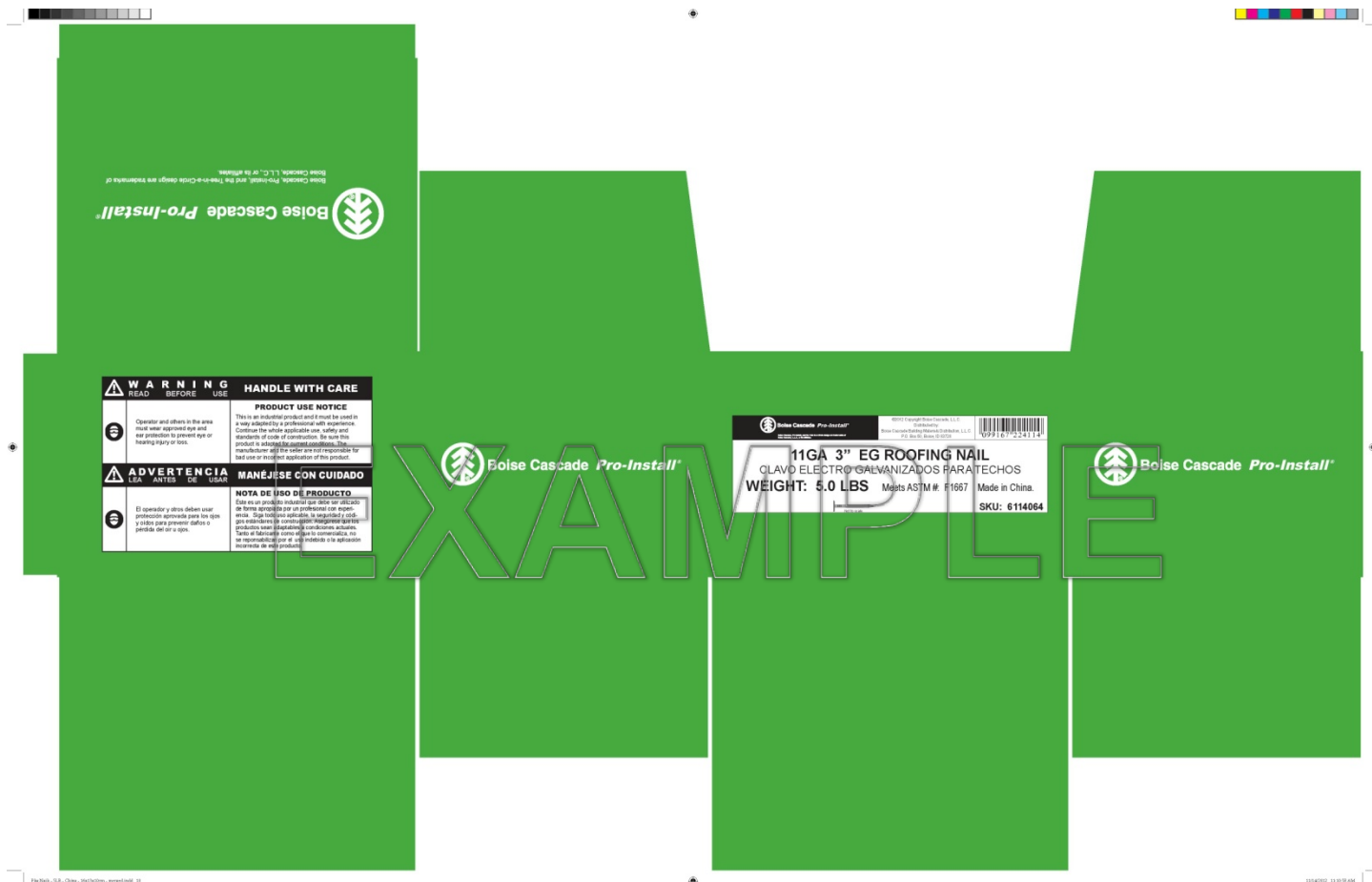


Master Carton



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Carton



Packaging without Layouts

- 1) Layouts are not provided for packaging that only requires a product label.
- 2) Only product labels are provided for these types of packaging.
- 3) For these packaging types, scale the size of the product label so that it fits into the area on the container designated for the label.

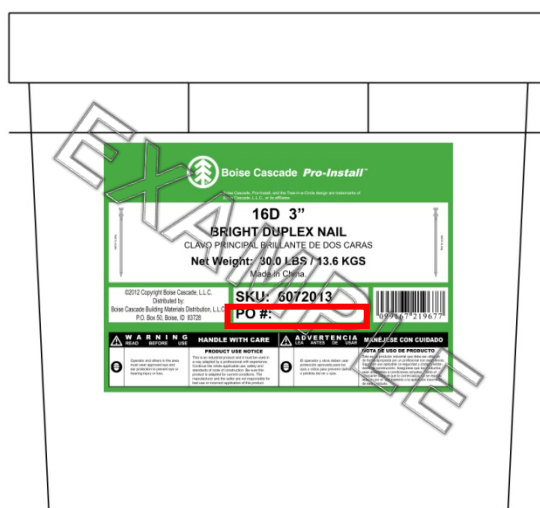
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Purchase Order Number

The purchase order number field on the product label is left blank for the supplier to populate, and is required to be included on all Pro-Install® branded packaging. The purchase order number needs to be printed on the selling unit of measure, or master carton (if there are multiple units packed within a master carton).

When populating the purchase order number field on the product label:

- 1) Show the full purchase order number as follows: “**XX#####**”
 - a. “XX” is the two-character letter identifier of the ordering branch.
 - b. “#####” represents all of the numeric characters of the purchase order number – including all leading zeroes.
- 2) Font attributes
 - a. Font = Arial, UPPER case, **BOLD**
 - b. Size = 20 point
 - a. Exception: if the 20-point font causes the purchase order number to be too large for the space allotted, match the size of the font to the **SKU** number.
 - c. Color = black
- 3) When using a pre-printed label
 - a. Apply a permanent label to the packaging.
 - b. The label must not wrap to another side of the packaging or cover up other components of the packaging layout.
 - c. Use a white label with no border.






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Standard Colors

(Use PANTONE® Matching System (PMS)*, do not use PANTONE® PLUS SERIES colors.)

For both the standard and secondary colors, make sure that CMYK values are used. The CMYK values are based on the traditional PANTONE® color values.

The standard Pro-Install® colors are black, green, and white.

Color	PANTONE® Color	CMYK	Swatch	Color Use
Black	Black	C0, M0, Y0, K100		Background; Borders; Text
Green	Pantone* 362 C	C70, M0, Y100, K9		Box Color
White	White	C0, M0, Y0, K0		Background; Logos

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Secondary Colors

Secondary colors are used as needed to distinguish differences between product lines.

Color	PANTONE® Color	CMYK	Swatch	Color Use
Bronze	Pantone* 873 C	C30, M30, Y60, K10		Exterior screws
Burgundy	Pantone* 7425 C	C0, M90, Y30, K7		Collated brads
Dark Brown	Pantone* 462 C	C50, M58, Y100, K45		Collated nails
Gray	Pantone* Cool Gray 3 C	C0, M0, Y0, K17		Bulk nails, collated nails, metal caps, packaged nails, text
Bright Green	Pantone* 355 C	C94, M0, Y100, K0		Collated staples
Khaki	Pantone* 616 C	C0, M2, Y35, K9		Collated nails
Light Blue	Pantone* 2925 C	C85, M24, Y0, K0		Collated staples
Light Green	Pantone* 344 C	C27, M0, Y23, K0		Collated staples
Light Red	Pantone* 190 C	C0, M55, Y22, K0		Drywall screws
Orange	Pantone* 7409 C	C0, M30, Y95, K0		Collated nails, plastic caps
Plum	Pantone* 2623 C	C59, M100, Y0, K32		Collated brads
Purple	Pantone* 272 C	C58, M48, Y0, K0		Collated staples
Red	Pantone* Red 032 C	C0, M90, Y86, K0		Collated staples
Rust	Pantone* 159 C	C0, M66, Y100, K7		Collated staples
Silver	Pantone* 877 C	C0, M0, Y0, K40		Collated Nails, zinc screws
Sky Blue	Pantone* 277 C	C27, M7, Y0, K0		Collated staples, drywall screws
Slate Blue	Pantone* 5473 C	C82, M0, Y28, K52		Collated staples
Tan	Pantone* 728 C	C0, M21, Y48, K10		Collated nails
Yellow	Pantone* 395 C	C8, M0, Y85, K0		Collated nails, drywall screws, interior screws, yellow zinc screws