FREE BASIC DIGITAL PROCESSING

Basic digital processing is free for all libraries subscribing to a Standing Order Plan (SOP). You can add any of the following to your covers:

- Library Name
- Branch Name
- Street Address
- Library Logo
- Subject / Genre Category
- Spine Labels

- Bar codes
- Special Instructions
- Custom Contents List
- Custom Colors and Fonts
- Genre Labels

For an example of Basic Processing Options, see page 2.

ADDITIONAL PROCESSING OPTIONS

The following adhesive labels can be added for a fee:

- CD Hub Labels: 10¢ per disc
- Apply adhesive bar code labels (supplied by library): 25¢ per unit
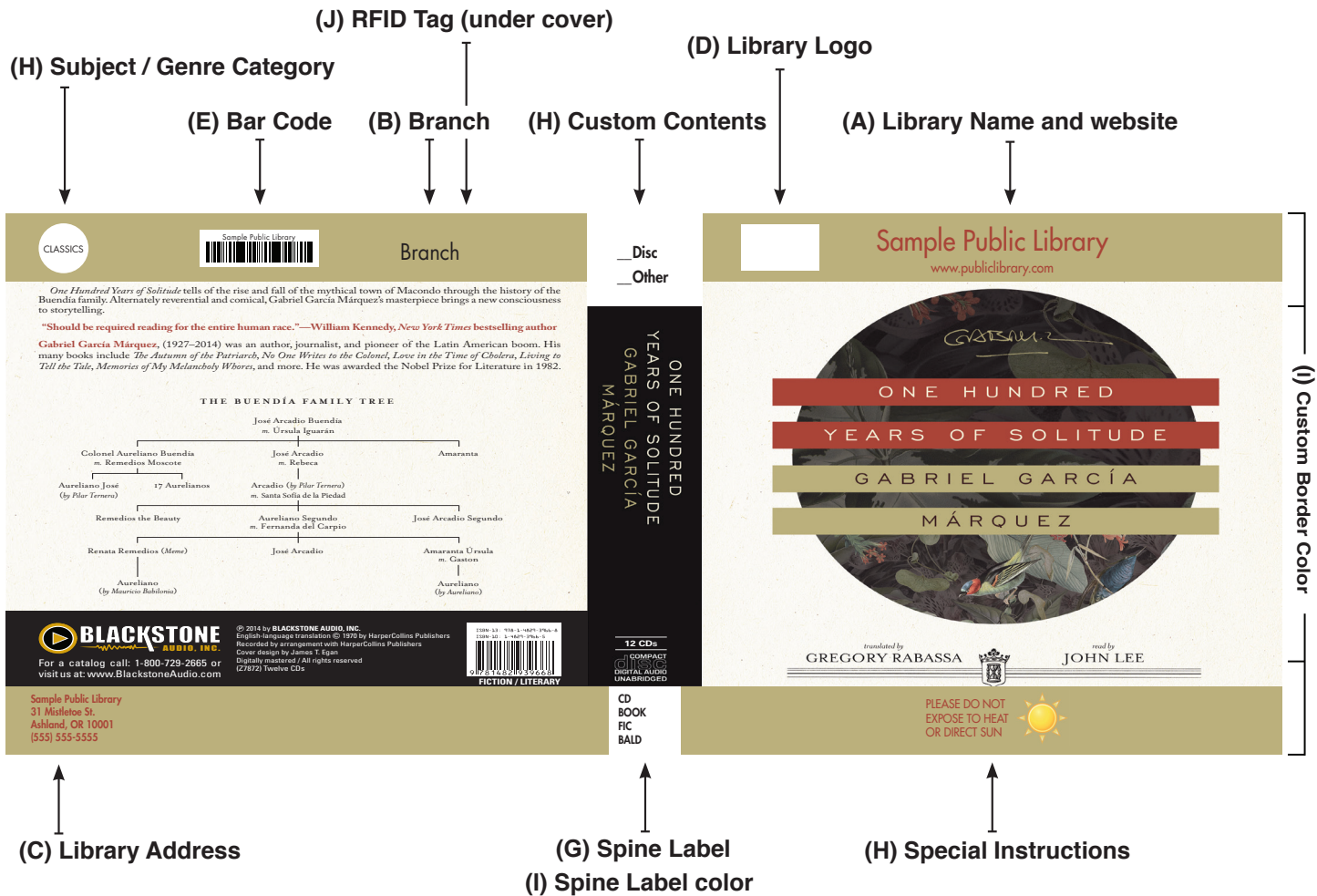
RFID TAGGING
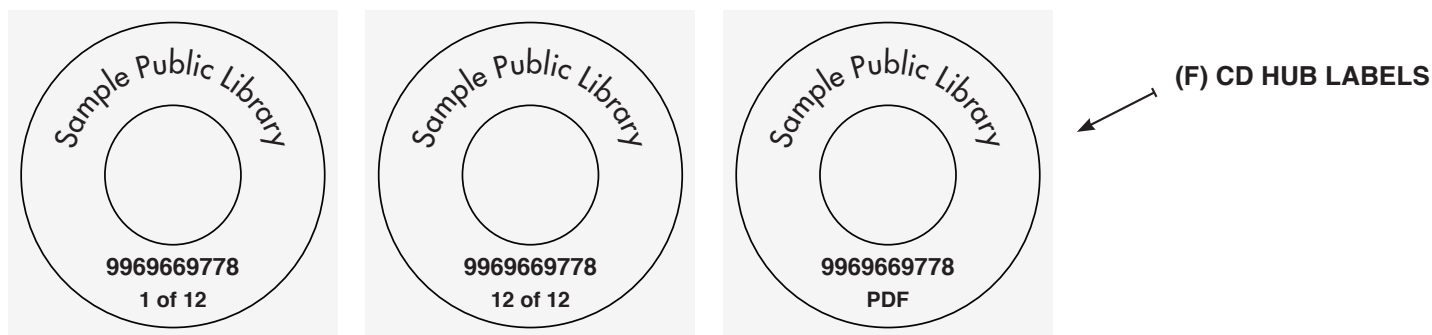
See page 8 for options and pricing.

How to use this form

1. Open the file using the free Adobe Acrobat Reader software. Many libraries already have this software installed. It can be downloaded from: https://get.adobe.com/reader/
2. Under the File menu, select Save As and name the file: YourLibraryName.pdf (e.g. BlackstonePublicLibrary.pdf)
3. Complete the sections of the form relevant to your needs and note if you will need to submit supplemental material
4. When done entering information, please review and save the form one last time.
5. Send the completed form, one or more scanned examples of a fully processed audiobook cover from your existing collection, and any other requested supplemental material to: LibraryProcessing@BlackstoneAudio.com

Should you have any questions, please contact LibraryServices@blackstoneaudio.com or call us at 1-800-621-0182

COVER SAMPLE

(J) RFID Tag (under cover)

(H) Subject / Genre Category

(D) Library Logo

(E) Bar Code

(B) Branch

(H) Custom Contents

(A) Library Name and website

CLASSICS

Sample Public Library

Branch

__Disc
__Other

Sample Public Library
www.publiclibrary.com

One Hundred Years of Solitude tells of the rise and fall of the mythical town of Macondo through the history of the Buendía family. Alternately reverential and comical, Gabriel García Márquez's masterpiece brings a new consciousness to storytelling.

"Should be required reading for the entire human race."—William Kennedy, *New York Times* bestselling author

Gabriel García Márquez, (1927–2014) was an author, journalist, and pioneer of the Latin American boom. His many books include *The Autumn of the Patriarch, No One Writes to the Colonel, Love in the Time of Cholera, Living to Tell the Tale, Memories of My Melancholy Whores*, and more. He was awarded the Nobel Prize for Literature in 1982.

THE BUENDÍA FAMILY TREE

José Arcadio Buendía
m. Úrsula Iguarán

Colonel Aureliano Buendía
m. Remedios Moscote

José Arcadio
m. Rebeca

Amaranta

Aureliano José
(by Pilar Ternera)

17 Aurelianos

Arcadio (by Pilar Ternera)
m. Santa Sofía de la Piedad

Remedios the Beauty

Aureliano Segundo
m. Fernanda del Carpio

José Arcadio Segundo

Renata Remedios (*Meme*)

José Arcadio

Amaranta Úrsula
m. Gaston

Aureliano
(by Mauricio Babilonia)

Aureliano
(by Aureliano)

BLACKSTONE AUDIO, INC.

For a catalog call: 1-800-729-2665 or visit us at: www.BlackstoneAudio.com

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English-language translation © 1970 by HarperCollins Publishers
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Cover design by James T. Egan
Digitally mastered / All rights reserved
(Z7872) Twelve CDs

ISBN-13: 978-1-4829-3966-8
ISBN-10: 1-4829-3966-5

FICTION / LITERARY

ONE HUNDRED YEARS OF SOLITUDE
GABRIEL GARCÍA MÁRQUEZ

12 CDs

COMPACT disc
DIGITAL AUDIO
UNABRIDGED

CD
BOOK
FIC
BALD

ONE HUNDRED
YEARS OF SOLITUDE
GABRIEL GARCÍA
MÁRQUEZ

translated by
GREGORY RABASSA

read by
JOHN LEE

PLEASE DO NOT
EXPOSE TO HEAT
OR DIRECT SUN

(I) Custom Border Color

Sample Public Library
31 Mistletoe St.
Ashland, OR 10001
(555) 555-5555

(C) Library Address

(G) Spine Label
(I) Spine Label color

(H) Special Instructions

CD HUB LABEL SAMPLE

Sample Public Library
9969669778
1 of 12

Sample Public Library
9969669778
12 of 12

Sample Public Library
9969669778
PDF

(F) CD HUB LABELS

Customized Digital Processing

▶ BLACKSTONE

Library Name

Customer Number

Contact Name

Library Address   City   State   ZIP

Telephone   Fax

Email   Date

A. LIBRARY NAME (Refer to A on sample image, page 2):   Yes

Please write the name of your library and website address as they should appear on your covers:

B. BRANCH NAME: Yes

Please write the name of your branch or branches as they should appear on your covers - for example:
Branch 1; Branch 2; Branch 3

C. LIBRARY ADDRESS: Yes

Please write the street address as it should appear on your covers:

D. LIBRARY LOGO: Yes

Send logo to LibraryProcessing@BlackstoneAudio.com
Images must be JPEG, PNG, EPS, or TIFF files and at least 2'' × 3'' at 300 dpi

E. BAR CODE: Digital Adhesive (25¢ per unit)

Indicate barcode placement on page 9
Please send scanned image of several barcodes in sequential order to
LibraryProcessing@BlackstoneAudio.com

Our library will assign a bar code   Range:

Include library name on bar code

Symbology:

Standard Code 3 of 9 (Code 39)
Codabar (no check digit)
Codabar mod 10 (with check digit)
Other (please specify below):

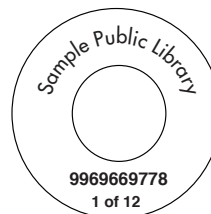Special instructions regarding your bar codes:

F. CD HUB LABELS (10¢/disc): Yes

Information to be included on hub labels (select up to 3 options):

Library Name
Bar code (as alphanumeric string)
Disc numbers (e.g. 1 of 12)
Other, please specify:

Sample Public Library
9969669778
1 of 12

G. SPINE LABELS: Fiction   Non-Fiction

Please provide examples that demonstrate formatting of spine labels for all applicable subjects and genres

ALL CAPS   Initial Caps   Other:

Adult Fiction
CD FIC
AUTHOR
EXAMPLE

Young Adult Fiction
YA CD FIC
AUTHOR
EXAMPLE

Cuttering: Include first   letters of   Author name   Title

                    Other:

Font name and style: e.g. **Times New Roman Bold**

Remove punctuation?   Yes   Exceptions:

Alignment: Preferred font size: For text that exceeds width of spine:
        Left   10 pt.   Hyphen and wrap to next line
        Center   12 pt.   Wrap without hyphenate
        Right   14 pt.   Reduce font size
                                                       Truncate characters

G. SPINE LABELS (Continued)

For nonfiction spine labels

    We will send call numbers to LibraryProcessing@BlackstoneAudio.com

    We will supply call numbers in the Comments field when placing orders

    Use call numbers for matching print versions if they exist in our online catalog.

    Catalog URL:

   Other:

Please provide any additional information needed to properly format your spine labels, such as exceptions to the call number or Cuttering practices listed above, or local subject/genre preferences (e.g. label Thriller/Suspense as Mystery):

H. ADDITIONAL OPTIONS

<u>Use Page 9 to indicate placement of labels and/or additional text on covers</u>

  Number of discs

  Subject or genre label (select type):

    A simple text label, such as "Romance", "Mystery" or "Thriller"

    We will select subject/genre images from Blackstone's options (samples will be sent to you)

    We will send our own subject/genre images to LibraryProcessing@BlackstoneAudio.com

    <u>Supplied images must be JPEG, PNG, EPS, or TIFF files and at least 2'' × 3'' at 300 dpi</u>

  Expanded custom contents (illustrate):   Special instruction text printed on covers (describe):

Check Contents

12 Discs

X Other

EXAMPLE

I. COLORS

If CMYK or RGB values are not known please send a color swatch
to LibraryProcessing@BlackstoneAudio.com

Borders **:**

     White borders

     Custom border: C   M   Y   K   (CMYK) **OR** R   G   B   (RGB)

     Custom text: C   M   Y   K   (CMYK) **OR** R   G   B   (RGB)

Spine label:

     White background

     Black text

     Custom background: C   M   Y   K   (CMYK) **OR** R   G   B   (RGB)

     Custom text: C   M   Y   K   (CMYK) **OR** R   G   B   (RGB)

Special instructions for colors **:**

ADDITIONAL INFORMATION

Please be specific about any other requirements:

7

J. RFID   Yes

You may supply us with RFID tags, or we can provide them for you.
Please select from the options below.

Library-supplied tags

Option 1: Apply tags only

- Library supplies RFID tags
- Apply tags: 25¢ per tag
- **Total cost: 25¢ per tag**

Blackstone-provided tags
We offer 3M™ ISO RFID 50x50mm tags.

Option 3: Provide and apply tags

- Provide tags: 40¢ per tag
- Apply tags: 25¢ per tag
- **Total cost: 65¢ per tag**

Option 2: Apply and activate tags

- Library supplies RFID tags
- Apply tags: 25¢ per tag
- Activate tags: 35¢ per tag
- **Total cost: 60¢ per tag**
- **One-time setup fee: $395** (waived for CD12 or more plans)
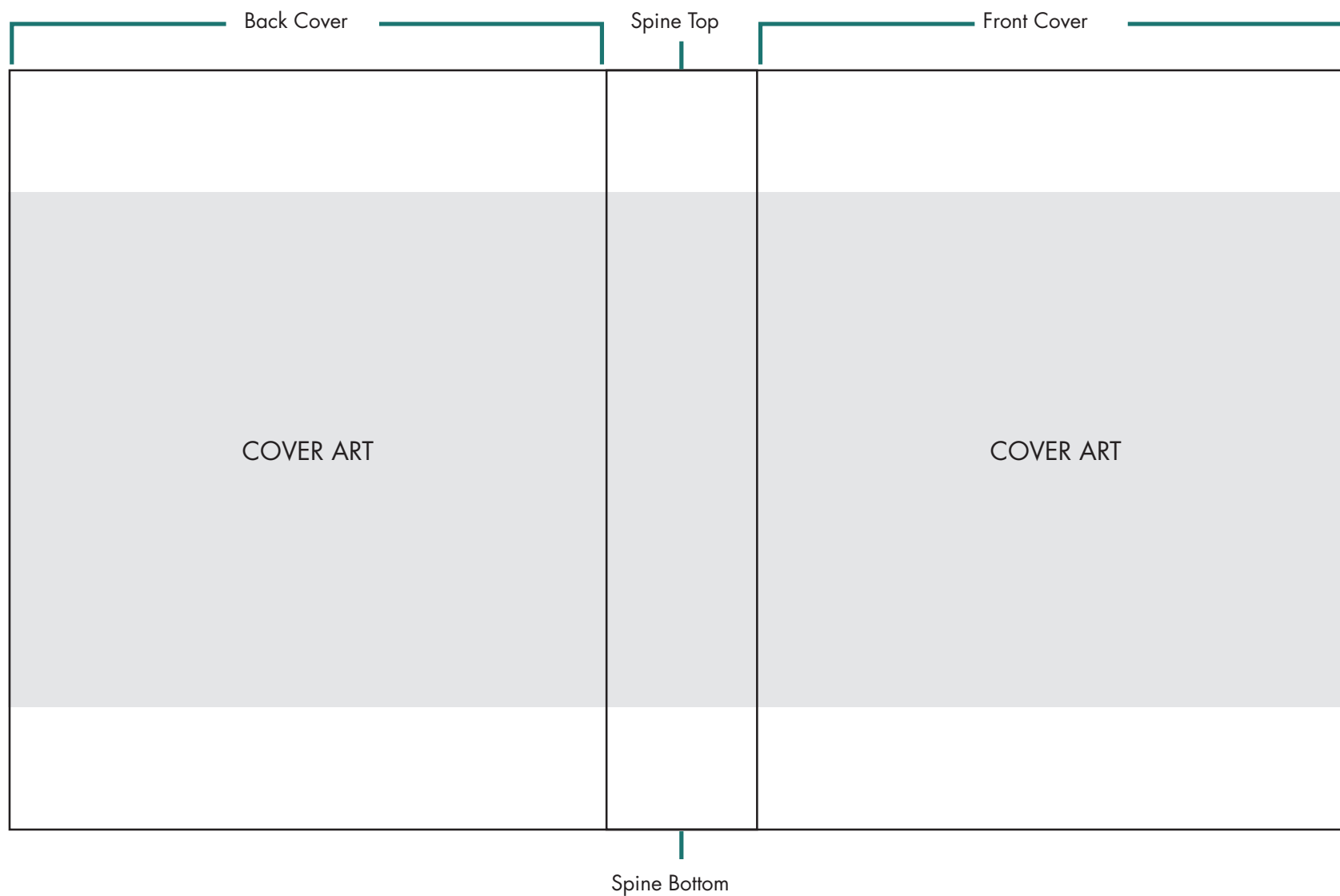
Option 4: Provide, apply and activate tags

- Provide tags: 40¢ per tag
- Apply tags: 25¢ per tag
- Activate tags: 35¢ per tag
- **Total cost: $1 per tag**
- **One-time setup fee: $395** (waived for CD12 or more plans)

Library-supplied RFID tags

What brand of tags does your library use:

Which company supplies your RFID technology:

Blackstone-provided RFID Tags

We'll use Blackstone's 3M™ ISO RFID 50x50mm tags.

We use the following tags:

Activation
Contact information for your RFID vendor:

Please describe where to apply the RFID tag:

Additional notes on RFID tags. Please be specific:

On the diagram below, please indicate where you would like to display custom content on your covers. Please refer to the cover sample on Page 2 for examples. Please indicate if you wish text to have vertical orientation.

Questions? Please contact LibraryProcessing@BlackstoneAudio.com

Back Cover	Spine Top	Front Cover
COVER ART		COVER ART

Spine Bottom

Please scan and send an example of a current processed audiobook cover from your collection in .pdf, .jpg, .png or .tiff format to LibraryProcessing@BlackstoneAudio.com