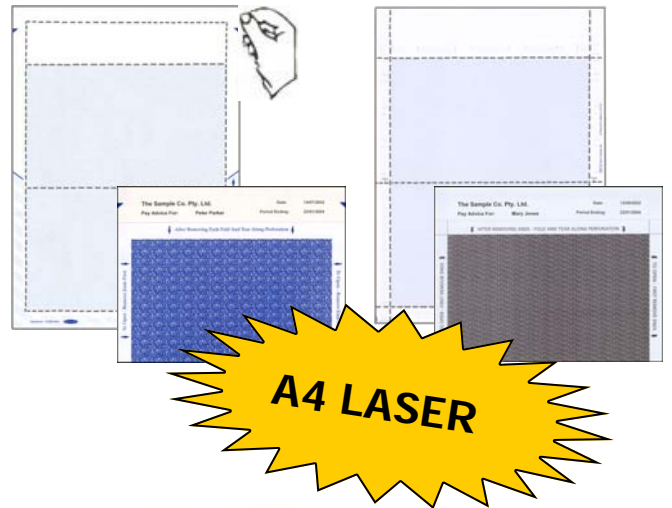


Your complete guide to **Pay Advice Envelopes**



Available from:

Laser or Continuous?



Laser pay advice envelopes

..... in recent years, A4 laser pay advice envelopes have proven to be most popular due to the fact that a regular laser/inkjet printer can be used for pay advice production, as well as all other office printing, eliminating the need for multiple printers.

The individual A4 pages offer efficiency and security, as large pay runs can be printed rapidly. Laser pay advice envelopes can be posted as normal mail if required. Different types of seal are available to suit any requirements - choose between the 'peel & seal' envelope, the 'self-seal' envelope or the 'pressure seal' envelope. The pre-set glue around the edge of the envelope offers maximum security, as attempts at tampering are obvious.

Process guide:

Details of employees pay is produced on computer.

The A4 laser pay envelopes are loaded into a laser/inkjet printer.

Details are printed onto each individual page.

Depending on the type of glue on the particular envelope, different methods of sealing are available:

- Peel'n'Seal envelope: Remove the strip around the edge and simply fold by hand to seal.
- Self Seal envelope: Simply fold by hand to seal or insert in folding machine for optimum speed.
- Pressure seal envelope: Insert in pressure seal folding machine to fold and seal.



Continuous pay advice envelopes

..... have been used for the last 30 years by all types of businesses. They offer an efficient, cost effective and secure way of distributing employee pay advice, and remains the ideal solution for employees being paid cash or cheque as the payment itself can be included in some types of continuous pay envelopes.

Process guide:

Details of employees pay is produced on computer.

The continuous pay envelopes are fed onto a dot-matrix printer by securing the paper on tractor-feed sprockets.

Once set to print, details are transferred onto the inside of the envelope by the carbon lining, therefore invisible to the eye from the outside, thus ensuring confidentiality. Cash or cheques can be inserted into some types of continuous pay envelopes.

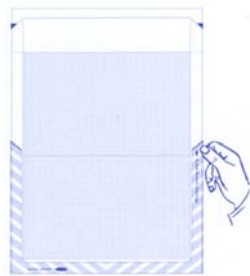
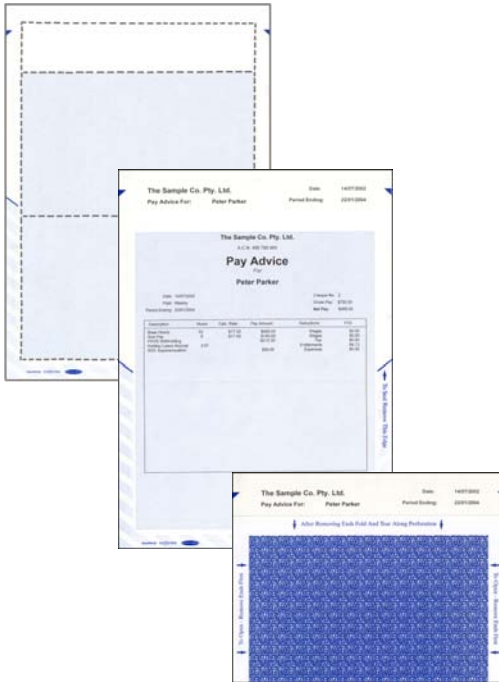
Each envelope is torn off at the perforation and distributed to the individual.

A4 Laser Pays - Seal by Hand

RA4/PAYSS

Peel-n-Seal Pay Advice

- Suitable for MYOB, Attache, Quicken & most other software packages
- Can be used in any A4 printer
- Available in boxes of 500
- Fold by hand only



1. Simply print your pay and remove strip to reveal glue

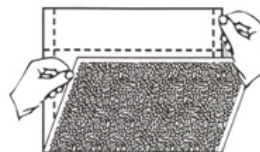
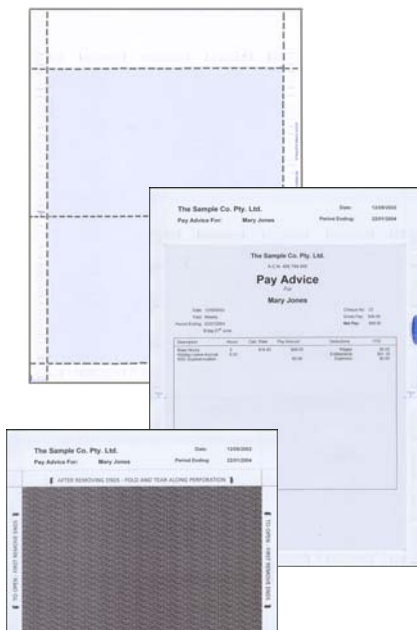


2. Fold by hand to seal

SF/V100PAY

V-Fold Self Seal Pay Advice

- Suitable for MYOB, Attache, Quicken & most other software packages
- Can be used in any A4 printer
- Available in boxes of 500
- Fold by hand or standard folding machine



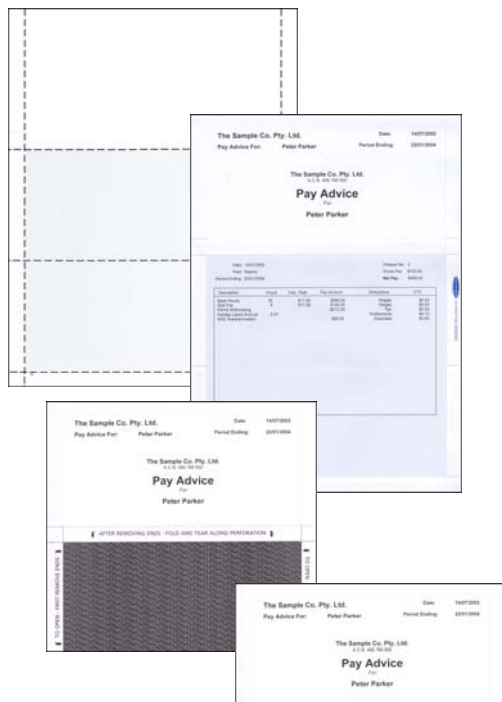
Simply print your pay and fold by hand to seal



Or fold by standard folding machine for larger runs

A4 Laser Pays - Seal by Hand

SF/V98PAY Z-Fold Self Seal Pay Advice



- Suitable for most software packages
- folds to DL size
- Can be used in any A4 printer
- Available in boxes of 500
- Fold by hand only



1. Simply print your pay advice onto the plain form

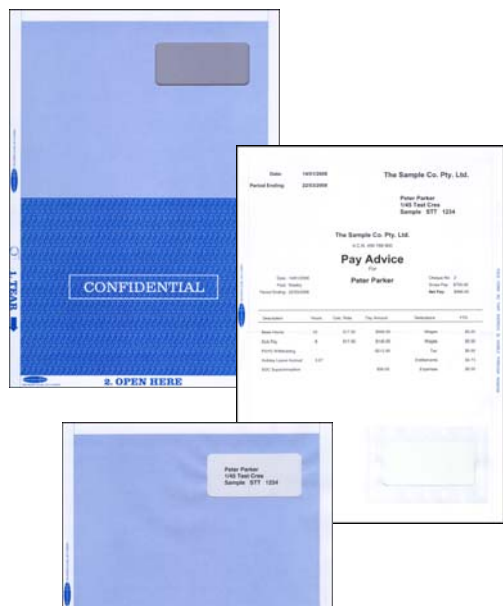


2. Fold along the cross perforations and press firmly to seal

NEW

SF/V148PAY Self Seal Pay Advice

- Suitable for MYOB, Attache, Quicken & most other software packages
- Can be used in any A4 printer
- Available in boxes of 500
- Fold by hand only



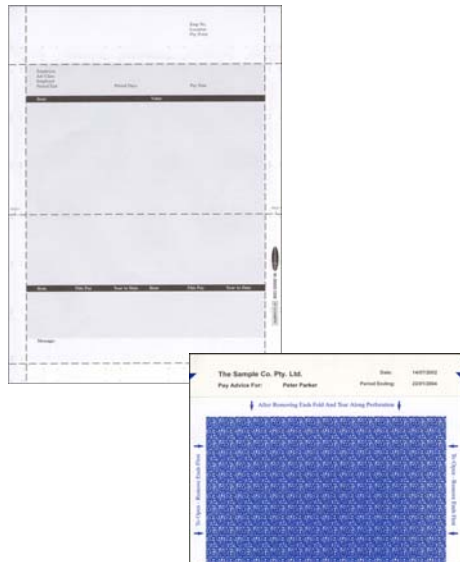
Window faced - ideal for posting!



Fold by hand to seal

A4 Laser Pays - Software Specific

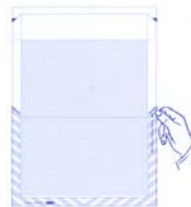
Compatible with MICROPAY, ROCKFAST and other software packages.
Ask for your **FREE SAMPLES** today.



RA4/M-PAY

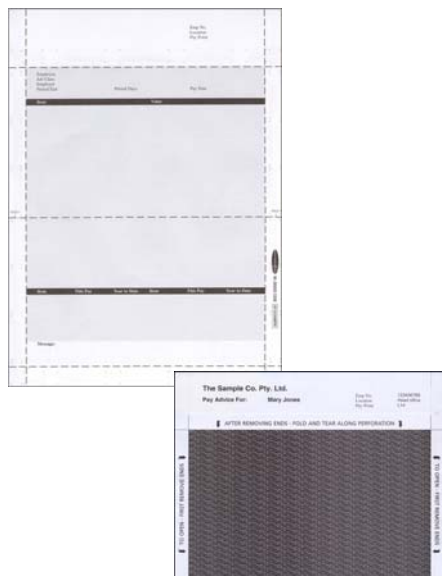
Peel-n-Seal Pay Advice

- Compatible with Micropay, Rockfast & other software packages
- Can be used in any A4 printer
- Available in boxes of 500
- Fold by hand only



2. Fold by hand to seal

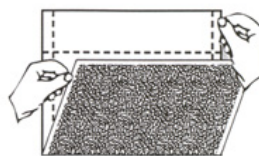
1. Simply print your pay and remove strip to reveal glue



SF/V200MPAY

Self Seal Pay Advice

- Compatible with Micropay, Rockfast & other software packages
- Can be used in any A4 printer
- Available in boxes of 500
- Fold by hand or standard folding machine



Simply print your pay and
fold by hand to seal



Or fold by standard folding machine
for larger runs

A4 Laser Pays - Pressure Seal

HOW DO THE FORMS TURN INTO ENVELOPES?

The Stockforms pressure seal mailers are A4 forms which have narrow bands of pressure-sensitive adhesive. When the forms are folded and forced together in our specially designed Stockforms PS8 pressure sealing machine, a secure self mailer is formed, ready to post or distribute internally.

WHAT CAN I USE THE FORMS FOR?

The Stockforms pressure seal mailers can be used for many 1 piece applications such as:

- PAY ADVICE ENVELOPES
- REMINDER NOTICES
- INVOICES
- ADVERTISING BROCHURES
- STATEMENTS
- CHEQUES

DO I NEED A SPECIAL PRINTER TO PRINT ON THE FORMS?

No. The Stockforms pressure seal forms can be printed on any laser printer, photocopier or inkjet printer. You do, however, require the Stockforms PS8 pressure seal folding machine to fold and seal the forms.

HOW WILL IT SAVE ME TIME AND MONEY?

Eliminating the need for envelopes and address labels.

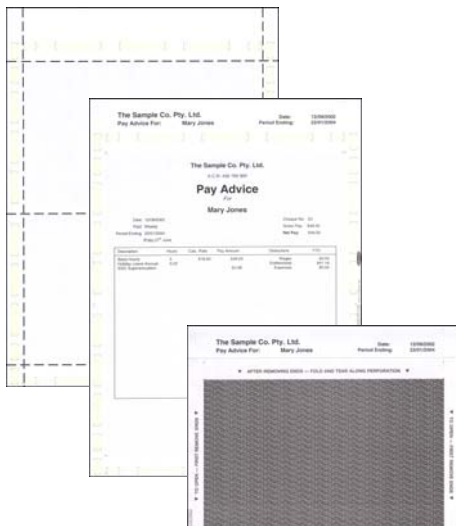
Eliminating the need to fold forms or inserting and sealing envelopes.

StockForms PS8 Pressure Seal Folding Machine

The StockForms PS8 is a compact table top folding and sealing machine which turns the forms into sealed envelopes at a rate of 100 per minute. That's 1000 envelopes in 10 minutes ready to post or distribute.

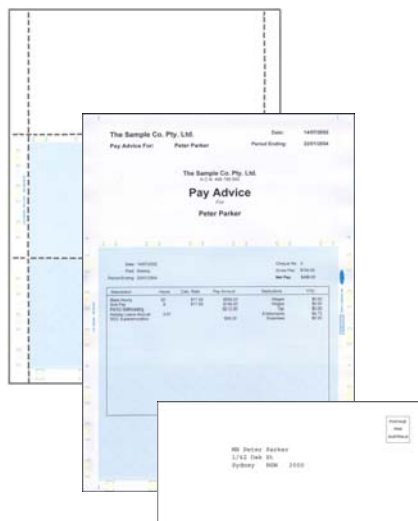


- # 1 Print your pays or invoices etc.
- # 2 Insert in PS8 to fold and seal
- # 3 Forms ready to post or distribute



SF/V100PSEAL

V-fold - Folds to A5 size
Black security hatching
Ideal for pay envelopes



Z-310 PSEAL

Z-fold - Folds to DL size
Blue security hatching
Ideal for pay envelopes



Z-300 PSEAL

Z-fold - Folds to DL size
Plain white - ideal for overprinting
of company details, marketing, etc

Folding Machines

HOW DO FOLDING MACHINES WORK?

Both of the Stockforms folding machines ultimately do the same job of folding large quantities of A4 forms at a rapid pace, paying for themselves in no time through saved labour.

However, our Stockforms PS8 Pressure Seal folding machine also seals our pressure seal forms, resulting in a finished product ready to be distributed internally or posted by mail.

It is essential that the correct machine is used for each product, as the forms using pressure seal adhesive will not be sealed by our standard folding machine.



WHICH MACHINE FOR WHICH FORM?

STOCKFORMS FM140 FOLDING MACHINE



Our standard Stockforms folding machine will seal our range of self-sealing forms and can also be used for folding normal paper such as invoices, statements, mailers etc.

It is able to fold to any position e.g. Z-fold, V-fold, C-fold, double-parallel and fold-out.

This machine is ideal to use with the following pay envelopes:

- **SF/V100PAY**
- **SF/V200MPAY**

Rated speed: Up to 140 Z folds per minute

Folds: Z, V & C folds

Paper size: A5 to A4

Paper weight: 65 to 105 gsm

Feed: Friction fed from top of pack

Loading: Top or bottom

Dimensions: 460w x 340d x 260h

Weight: 16 kg

Max sheet capacity: 140 sheets

Warranty: 12 months

STOCKFORMS PS8 PRESSURE SEAL FOLDING MACHINE



Our most popular machine is the Stockforms PS8. On the outside it looks the same as our standard folding machine, but it also contains the special pressure rollers required to seal the pressure adhesive.

This is by far the most versatile pressure seal folding machine on the market. It can fold any pay envelope in our range to any position. It can also be used for folding normal paper, such as invoices, statements and mailers etc.

This machine is ideal to use with the following pay envelopes:

- **SF/V100PSEAL**
 - **Z-310 PSEAL**
 - **Z-300 PSEAL**
- SF/V100PAY**
SF/V200MPAY

Rated speed: Up to 100 Z folds per minute

Folds: Z, V & C folds

Paper size: A5 to A4

Paper weight: 65 to 105 gsm

Feed: Friction fed from top of pack

Loading: Bottom loading

Dimensions: 460w x 340d x 260h

Weight: 16 kg

Max sheet capacity: 140 sheets

Warranty: 12 months

Continuous Pays - Generic

Suitable for most software packages - MYOB, Quicken, Business Manager, Ims, Integrity, Sage, Rimtech, Satchel, Arrow, CBA, etc.
Ask for your free samples today.



PE-02

Sealed Pay Advice Envelope
2 part, 279mm x 210mm
1000 per box



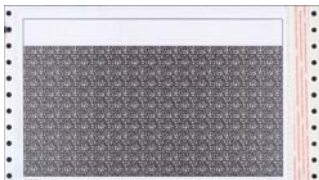
R197

Open Pay Advice Envelope
3 part, 140mm x 229mm
1000 per box



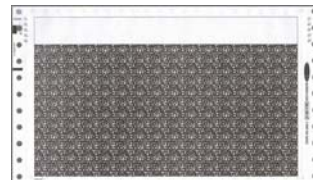
R297

Open Pay Advice Envelope
3 part, 140mm x 241mm
1000 per box



R680/BRE

Open Pay Advice Envelope
2 part, 140mm x 253mm
1000 per box



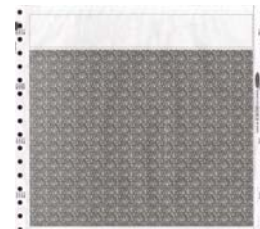
R681/UNI

Sealed Pay Advice Envelope
2 part, 140mm x 241mm
1000 per box



R691/UNI

Sealed Pay Advice Envelope
2 part, 140mm x 216mm
1000 per box



UNI-14

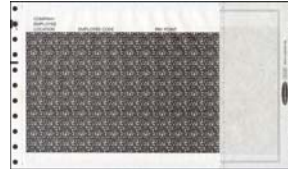
Sealed Pay Advice Envelope
3 part, 216mm x 241mm
500 per box

Continuous Pays - Software Specific

ATTACHE



ATT-30
Sealed Pay Advice Envelope
2 part, 140mm x 241mm
1000 per box



ATT-31
Open Pay Advice Envelope
2 part, 140mm x 241mm
1000 per box



ATT-32
Pay Advice Slip
1 part, 140mm x 241mm
2000 per box

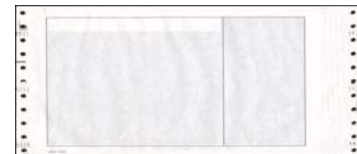


R306/ATT
Pay Advice Slip
1 part, 93mm x 241mm
2000 per box

CARPE

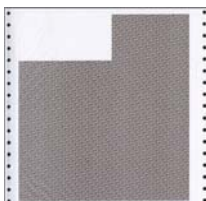


R342/CAR
Open Pay Advice Envelope
3 part, 140mm x 229mm
1000 per box



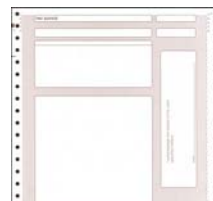
R285/COM
Open Pay Advice Envelope
3 part, 140mm x 229mm
1000 per box

FRONTIER

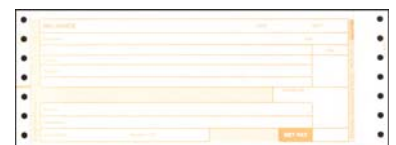


FRON-02
Sealed Pay Advice Slip
2 part, 216mm x 216mm
1000 per box

IAL



R220/IAL
Pay Advice Slip
1 part, 216mm x 224mm
1000 per box



R230/IAL
Pay Advice Slip
1 part, 93mm x 250mm
3000 per box

Continuous Pays - Software Specific

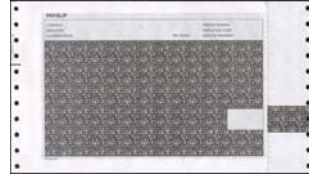
MICROPAY



MPAY-02

Sealed Pay Advice Envelope
2 part, 140mm x 241mm
2000 per box

NATSOFT



R743/NAT

Open Pay Advice Envelope
2 part, 140mm x 250mm
1000 per box

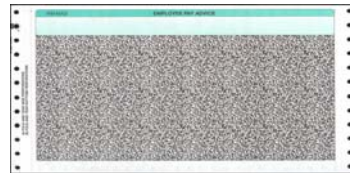
NELLER



R483/NEL

Pay Advice Slip
1 part, 102mm x 260mm
1500 per box

PAYMAS



R705/JNS

Sealed Pay Advice Envelope
2 part, 152mm x 270mm
2000 per box

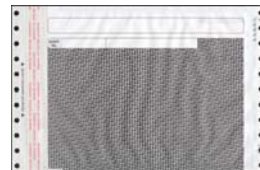
PULSE



PUL-02

Open Pay Advice Envelope
2 part, 108mm x 245mm
2000 per box

SYBIZ



R403/SBZ

Sealed Pay Advice Envelope
2 part, 140mm x 216mm
1000 per box

**CAN'T FIND WHAT YOU'RE LOOKING FOR?
WE CAN CUSTOM DESIGN TO MEET YOUR REQUIREMENTS**

Custom Designed Pays

Using a pay advice envelope to pass on payment details to your employees is the perfect solution:

- Confidential & secure - protects both you and your employees
- Fast & easy to use
- Displays your professional business image

We can help you design your company pay envelope to any specification you require. All colours, logos & details can be overprinted onto any type of form. We assure you of constant communication throughout this process & full customer service after your product has been dispatched.

Pay Advice
For
Peter Parker
Employee: personnel@water.com.au

Date: 14/07/2008
Period Ending: 30/06/2008

Description	Hours	Rate	Pay Amount	Deductions	YTD
Base Salary	32	\$17.50	\$560.00	Super	\$0.00
Shift Pay	4	\$17.50	\$70.00	Super	\$0.00
Penalty Allowance			\$175.00	Tax	\$0.00
Holiday Leave Accrued	3.33		\$58.33	Superannuation	\$0.00
STC Superannuation			\$58.33	Expenses	\$0.00

We can print your company logo
& details on any envelope
Show your professional business image

Is your software custom made for your business?
We can design the envelope to suit!

Not sure which envelope you require?
Ask for your free samples today!

How to Order

Simply use the contact details below
for easy ordering!

Available from: