

## Your quick reference for standard construction print sizes, media, and finishing options.

### STANDARD PLAN SIZES

| Size    | Dimensions     | Common Use                     |
|---------|----------------|--------------------------------|
| ARCH A  | 9" x 12"       | Details, small sections        |
| ARCH B  | 12" x 18"      | Details, schedules             |
| ARCH C  | 18" x 24"      | Residential plans              |
| ARCH D  | 24" x 36"      | Most common - commercial plans |
| ARCH E  | 36" x 48"      | Large commercial / civil       |
| ARCH E1 | 30" x 42"      | Alt large format               |
| ANSI D  | 22" x 34"      | Engineering drawings           |
| ANSI E  | 34" x 44"      | Large engineering              |
| Custom  | Up to 36" wide | Any length - roll-fed          |

### PAPER & MEDIA OPTIONS

| Media           | Weight / Type         | Best For                        |
|-----------------|-----------------------|---------------------------------|
| Bond (standard) | 20 lb white           | Everyday plan sets, reviews     |
| Bond (heavy)    | 24-32 lb              | Presentation sets, final docs   |
| Vellum          | Translucent           | Overlay / comparison work       |
| Tyvek           | Synthetic, waterproof | Field sets - rain, mud, wear    |
| Mylar           | Polyester film        | Archival, as-builts, long-term  |
| Photo Satin     | Semi-gloss coated     | Renderings, color presentations |
| Matte Photo     | Non-glare coated      | Exhibits, boards, signage       |
| Vinyl / Banner  | Heavy duty            | Jobsite signage, outdoor        |

### RIGID SUBSTRATES, MOUNTING & LAMINATION

| Option             | Description                               |
|--------------------|-------------------------------------------|
| Foam Board         | Lightweight 3/16" - presentations         |
| Coroplast          | Corrugated plastic - temporary yard signs |
| Aluminum ACM       | Rigid composite - 10+ yr outdoor signage  |
| Lamination (gloss) | Protective overlay - high-traffic signage |
| Lamination (matte) | Non-glare finish - small format only      |
| Dry Erase Lam.     | Writable surface - planning boards        |

#### Need something custom?

Oversized prints, specialty media, rush delivery, or high-volume orders - call us at (508) 875-4432 or email [cad@bacson.com](mailto:cad@bacson.com).

### BINDING & FINISHING

| Binding Type      | Page Cap.     | Best For                     |
|-------------------|---------------|------------------------------|
| Staple (corner)   | Up to 30      | Small plan sets, reviews     |
| Staple (saddle)   | Up to 60      | Booklets, submittals         |
| Comb Bind         | Up to 425     | Spec books, manuals          |
| Coil Bind         | Up to 300     | Field refs - lies flat       |
| 3-Ring Punch      | Unlimited     | Binder-ready, updatable sets |
| Fold (half/tri/Z) | Single sheets | Mailers, plan folds          |

### FILE FORMATS ACCEPTED

| Format             | Notes                          |
|--------------------|--------------------------------|
| PDF                | Preferred - fastest processing |
| DWG / DXF          | AutoCAD native - we convert    |
| TIFF / JPEG / PNG  | Scans, photos, renderings      |
| ZIP / Multi-file   | Bundled uploads supported      |
| Revit / BIM export | Export to PDF before upload    |

### TURNAROUND TIMES

| Service        | Turnaround         | Notes                     |
|----------------|--------------------|---------------------------|
| Same-Day Rush  | 2-4 hours          | Order by noon, pickup PM  |
| UPS Shipping   | Order by 3 PM      | Evening pickup by 4 PM    |
| Next-Day       | By 10 AM next day  | Standard for plan sets    |
| Standard       | 1-2 business days  | Specs, booklets, signage  |
| Large Projects | 2-3 business days  | 50+ sets, complex binding |
| Scanning       | Same-day to 2 days | Depends on volume         |

### TIPS FOR FASTER ORDERS

- **Send PDFs, not native CAD** - fastest processing, fewest errors
- **Set your title block at print size** - avoids scaling confusion
- **Separate sheets by discipline** - helps us match your specs
- **Include a cover sheet or index** - we verify against your list
- **Note Tyvek sheets in comments** - field sheets flagged = no surprises

### DRAWING SHEET PREFIXES

|                 |                   |                |
|-----------------|-------------------|----------------|
| G - General     | A - Architectural | S - Structural |
| M - Mechanical  | E - Electrical    | P - Plumbing   |
| FP - Fire Prot. | L - Landscape     | C - Civil      |