

Find Your Perfect Binding Machine!



What Does A Binding Machine Do?

A binding machine helps your documents to last longer. The binding procedure binds a cover and pages together through a strip sewn over or along an edge of the booklet for strengthening and decoration.

When purchasing a binding machine you have the choice between a manual or electric machine. Whether the machine is manual or electric affects the punching process of a document. Manual punch machines are usually used for small to medium volume jobs and electric punch machines are usually used for medium to large jobs.

What Are The Benefits Of Using A Binding Machine?



You present a better image - good quality booklets reflects well on your company.



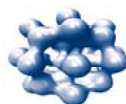
Booklets are easier to use - they are easier to handle, have discussions with, photocopy, store and reference.



Document is preserved better - papers which are used often quickly show the wear and tear of constant use but by binding it, the paper is protected.



Looks more attractive - with a wide range of colour covers, combs and wires it adds style to your document!



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Questions You Need To Ask Yourself Before Purchasing

1) How many booklets a day do you need to produce?

If you don't need many, then you will only need a binder with a low binding capacity. If you need to produce more than this something with a high punching and binding capacity would suit you best. If you need to bind hundreds of documents a day, an electric machine would suit your needs best, as manual punching would be too demanding for a task like that.

2) After the document is created what will you do with it?

Will your document be for professional use? Or will it be read once and then thrown away? Do you need a document that will lay flat and travel well in the post? Questions like this are important to ask and hopefully the next part will help you to see which type of binding machine will suit you!

Different Types Of Binding Explained!

Click Binding

- This type of binding is exclusive to the manufacturer GBC
- Good for quick creation of presentations, reports and manuals
- Clicks are environmentally friendly
- Clicks can be opened and closed easily for document amendment, so if you make a mistake or often need to add new information to something one of these machines would be good for you.
- Good for use in an office or school.



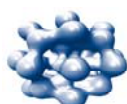
GBC CLICKBIND
15 BINDER

Strip Binding

- Also exclusive to GBC
- Extremely secure way of binding
- Uses SureBind strips which practically lock pages together, the two halves of the strip are welded together
- Produce a professional, elegant looking document especially when used with a nice cover
- Provides a very durable and tamper-proof document
- Perfect for use with financial and legal institutions.



GBC SUREBIND 500
STRIP BINDER



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Comb Binding

- This method uses plastic combs
- Ideal type for working documents
- Provides flexibility so documents can be updated, so adding and removing pages is easy
- Comb bound documents can lay flat so it's good for reading, photocopying and note taking
- Good for use in an office or school

(On Paperbite.com our comb binders are separated into manual and electric, this relates to whether the punching mechanism is manual or electric.)



**FELLOWES STAR
A4 COMB BINDER**

Wire Binding

- Gives documents a professional image
- Gives a strong and long lasting bind
- Pages won't fall out of this secure bind
- Will always maintain a neat appearance
- Flat document but with a lot of strength



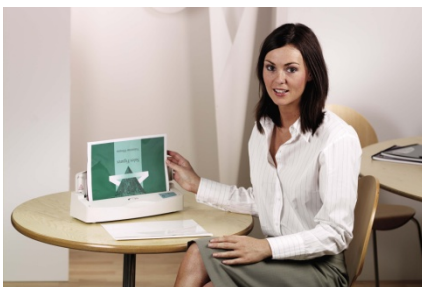
**REXEL WB606 A4 WIRE
BINDER**

Thermal Binding

- Produces a clean, professional looking document
- Easy to use
- Quick binding cycles so your document is created in seconds
- No need for punching paper!

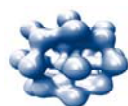


**GBC THERMABIND
T200 A4 THERMAL
BINDER**



If after reading this help sheet you still need some assistance with buying a binding machine, please don't hesitate to contact us, we are here to help you!

(All our contact details can be found on the 'Contact Us' page)



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