Abstract: This standard identifies and defines 288 data elements used in the binding process for library materials. It presents this information in a structured order chart and an alphabetical data dictionary.
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## Contents

Foreword ........................................................................................................................................................... iv

1. Introduction ........................................................................................................................................................ 1

   1.1 Purpose ..................................................................................................................................................... 1

   1.2 Scope ..................................................................................................................................................... 1

2. Referenced Standards ....................................................................................................................................... 1

3. Definitions ..................................................................................................................................................... 1

4. Structured Order Chart .................................................................................................................................. 3

5. Data Dictionary ............................................................................................................................................... 7
Foreword

(This foreword is not part of the American National Standard Data Elements for Binding Library Materials, ANSI/NISO Z39.76-1996. It is included for information only.)

This standard provides a structured order chart and a data dictionary for data relating to binding of library materials. It defines the data elements that can be communicated between an automated library system and a bindery vendor’s automated system. This standard does not define the implementation (format) for the communication of bindery data.

The impetus to develop this standard began with a subcommittee of the Automated Vendors Industry Advisory Committee (AVIAC), which prepared a draft of this standard. The proposed draft standard was then submitted to NISO with a recommendation that it be developed as an ANSI/NISO standard. The Working Group on Communication of Binding Information completed the development work.

This standard was processed and approved for submittal to ANSI by the National Information Standards Organization. It was balloted by the NISO Voting Members February 1, 1995 - May 1, 1995. It will next be reviewed in 2001. Suggestions for improving this standard are welcome. They should be sent to the National Information Standards Organization, 4733 Bethesda Avenue, Suite 300, Bethesda, MD 20814. NISO approval of this standard does not necessarily imply that all Voting Members voted for its approval. At the time it approved this standard, NISO had the following Voting Members:

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(Foreword continued)
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Data Elements for Binding Library Materials

1. Introduction

1.1 Purpose

The purpose of this standard is to identify and define binding data elements used in the binding process for library materials. By defining a common set of data elements, this standard also supports the interchange of data among automated systems.

Data elements are presented in two ways:
1. A structured order chart that relates similar elements in a hierarchical fashion;
2. An alphabetic data dictionary that names and defines each data element that may be used in the binding process.

1.2 Scope

This standard attempts to provide for all data elements that may be contained in any binding file. However, not all data elements must be used in any given transaction.

2. Referenced Standards

ANSI X3.30-1985 (R1991), Representation for Calendar Date and Ordinal Date for Information Interchange
ANSI X3.43-1986 (R1992), Representations of Local Time of Day for Information Interchange
ANSIX.12, Series on electronic data interchange, 1992
ANSI/NISO Z39.2-1994, Information Interchange Format
ANSI/NISO Z39.43-1993, Standard Address Number (SAN) for the Publishing Industry
ANSI/NISO Z39.56-1996, Serial Item and Contribution Identifier (SICI)
ISO 4217:1990, Codes for the representation of currencies and funds

3. Definitions

Data dictionary—An alphabetical list of the following data elements, giving for each:
- **tag in structure chart** (see *tag* definition).
- **need level** (see definition below).
- **repeatability** (see definition below).
- **subelements** (see definition below). List of subelements of this data element, if any.
- **subelements of**—Data structure in which this element resides, if any.
- **format**, if defined (see definition below).
- **permissible values**, if defined, with meanings of each value (see definition below).
- **examples**—Examples of values this data element may take. Only the lowest level subelements of a data structure have examples.
- **explanation**—Definition, usage guidelines, and possible situations in which this data element might be used.

Data element—A defined unit of information. A data element may be a data structure containing subelements, or it may be a subelement of a data structure.

Data element name—A natural language label that identifies a data element.

Data structure—A higher level data element that includes subelements.

Dates—Date information that follows the ANSI X3.30-1985 standard; for example, the date October 15, 1995 is represented as 15101995.

Format—Specific rules defining the structure of a data element. Only the lowest level subelement of a data structure has a format. Formats may be Alphanumeric (fixed or variable length character data) or Numeric (fixed or variable length numeric character data), or may refer to other standard formats.

Need level—Whether a system shall support this data element. Note that the need level does not indicate whether an implementation shall provide a value for this element, but rather that the system must make the element available for the implementation to use. The need level is a guideline for system designers, not for libraries using a system.

The two need levels are:
- **Required**—This data element shall be supported.
- **Optional**—This data element may be supported.
Permissible values—The specific values that may be assigned to a data element, if defined. Only the lowest level subelement of a data structure will carry a value.

Repeatability—Whether or not a data element may be repeated within the structure in which it resides. (A data element may be Repeatable or Not Repeatable.)

Split points—A reverse slash between data elements to indicate where data strings are to be broken and printed on multiple lines. Multiple reverse slashes may be used between data elements to indicate blank line(s).

Structure name—The data element name for a data structure.

Structured order chart—A presentation of data structures and subelements that illustrates the hierarchical relationships among data elements.

Subelement—A data element that is a subdivision of another data element.

Tag—A numeric label used to identify an associated data element. The “tag in structure chart” section of the data dictionary is the numeric reference to the location in the structured order chart.

Unit of measure—A metric measure, centimeters, used to indicate distance.

Value—The actual data that is supplied for a data element. Only the lowest level subelements of a data structure carry a value. Some data elements have a defined set of permissible values.
### 4. Structured order chart

<table>
<thead>
<tr>
<th>Tag</th>
<th>Elements and Subelements</th>
<th>Tag</th>
<th>Elements and Subelements</th>
</tr>
</thead>
<tbody>
<tr>
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<td>Customer Information</td>
<td>04.04</td>
<td>Electronic mail address</td>
</tr>
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<td>04.04.01</td>
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</tr>
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<td></td>
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<td>Name of library</td>
<td>04.05</td>
<td>Standard Address Number (SAN)</td>
</tr>
<tr>
<td>01.03</td>
<td>Name of library representative(s)</td>
<td>04.06</td>
<td>Binder contact name</td>
</tr>
<tr>
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<td>Name of library accounting/billing agency</td>
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<td></td>
</tr>
<tr>
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<td>Customer address</td>
<td>05</td>
<td>Shipment/lot/batch/job information</td>
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<td>05.02.02</td>
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</tr>
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<td>City</td>
<td>05.02.08</td>
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<td>Number of bound other-item corrections returned by library</td>
</tr>
<tr>
<td>05.03.04.04</td>
<td>Number of unbound serials received by library</td>
<td>05.03.03.18</td>
<td>Total number of corrections returned by library</td>
</tr>
<tr>
<td>05.03.04.05</td>
<td>Number of unbound theses/dissertations received by library</td>
<td>05.03.04.01</td>
<td>Number of corrections received by binder—details</td>
</tr>
<tr>
<td>05.03.04.06</td>
<td>Number of unbound other-items received by library</td>
<td>05.03.04.02</td>
<td>Number of monograph corrections received by binder</td>
</tr>
<tr>
<td>05.03.04.07</td>
<td>Total number of unbound items received by library</td>
<td>05.03.04.03</td>
<td>Number of newspaper corrections received by binder</td>
</tr>
<tr>
<td>05.03.05</td>
<td>Number of bound items returned by binder—details</td>
<td>05.03.04.04</td>
<td>Number of periodical corrections received by binder</td>
</tr>
<tr>
<td>05.03.05.01</td>
<td>Number of bound monographs returned by binder</td>
<td>05.03.04.05</td>
<td>Number of serial corrections received by binder</td>
</tr>
<tr>
<td>05.03.05.02</td>
<td>Number of bound newspapers returned by binder</td>
<td>05.03.04.06</td>
<td>Number of corrections received by binder—details</td>
</tr>
<tr>
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<td>Number of bound periodicals returned by binder</td>
<td>05.03.04.07</td>
<td>Number of monograph corrections received by binder</td>
</tr>
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<td>Number of bound serials returned by binder</td>
<td>05.03.04.08</td>
<td>Number of newspaper corrections received by binder</td>
</tr>
<tr>
<td>05.03.05.05</td>
<td>Number of bound theses/dissertations returned by binder</td>
<td>05.03.04.09</td>
<td>Number of periodical corrections received by binder</td>
</tr>
<tr>
<td>05.03.05.06</td>
<td>Number of bound other-items returned by binder</td>
<td>05.03.04.10</td>
<td>Number of serial corrections received by binder</td>
</tr>
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<td>05.03.05.07</td>
<td>Total number of bound items returned by binder</td>
<td>05.03.04.11</td>
<td>Number of corrections received by binder—details</td>
</tr>
<tr>
<td>Tag</td>
<td>Elements and Subelements</td>
<td>Tag</td>
<td>Elements and Subelements</td>
</tr>
<tr>
<td>------------</td>
<td>------------------------------------------------------------------------------------------</td>
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<td>------------------------------------------------------------------------------------------</td>
</tr>
<tr>
<td>05.03.08.05</td>
<td>Number of thesis/dissertation corrections received by binder</td>
<td>05.05</td>
<td>Shipment dates</td>
</tr>
<tr>
<td>05.03.08.06</td>
<td>Number of bound other-item corrections received by binder</td>
<td>05.05.01</td>
<td>Date of shipment</td>
</tr>
<tr>
<td>05.03.08.07</td>
<td>Total number of corrections received by binder</td>
<td>05.05.02</td>
<td>Expected shipment receipt date</td>
</tr>
<tr>
<td>05.03.09</td>
<td>Number of corrections returned by binder—details</td>
<td>05.05.03</td>
<td>Actual shipment receipt date</td>
</tr>
<tr>
<td>05.03.09.01</td>
<td>Number of monograph corrections returned by binder</td>
<td>05.05.04</td>
<td>Shipper</td>
</tr>
<tr>
<td>05.03.09.02</td>
<td>Number of newspaper corrections returned by binder</td>
<td>05.06</td>
<td>Shipment status code</td>
</tr>
<tr>
<td>05.03.09.03</td>
<td>Number of periodical corrections returned by binder</td>
<td>06</td>
<td><strong>Items within shipments</strong></td>
</tr>
<tr>
<td>05.03.09.04</td>
<td>Number of serial corrections returned by binder</td>
<td>06.01</td>
<td>Item identification</td>
</tr>
<tr>
<td>05.03.09.05</td>
<td>Number of thesis/dissertation corrections returned by binder</td>
<td>06.01.01</td>
<td>Library record/item identification number (non-barcode)</td>
</tr>
<tr>
<td>05.03.09.06</td>
<td>Number of bound other-item corrections returned by binder</td>
<td>06.01.02</td>
<td>Library item shipment number</td>
</tr>
<tr>
<td>05.03.09.07</td>
<td>Total number of corrections returned by binder</td>
<td>06.01.02.01</td>
<td>Library barcode number</td>
</tr>
<tr>
<td>05.03.10</td>
<td>Number of corrections received by library—details</td>
<td>06.01.02.02</td>
<td>Library barcode symbology</td>
</tr>
<tr>
<td>05.03.10.01</td>
<td>Number of monograph corrections received by library</td>
<td>06.01.03</td>
<td>Binder item shipment number/lot number/piece number</td>
</tr>
<tr>
<td>05.03.10.02</td>
<td>Number of newspaper corrections received by library</td>
<td>06.01.04</td>
<td>International Standard Book Number (ISBN)</td>
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<td>05.03.10.03</td>
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<td>Serials Item and Contribution Identifier (SICI)</td>
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<td>06.02</td>
<td>Author</td>
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<tr>
<td>05.03.10.06</td>
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<td><strong>Title</strong></td>
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<tr>
<td>05.03.10.07</td>
<td>Total number of corrections returned by library</td>
<td>06.03</td>
<td>Bibliographic title</td>
</tr>
<tr>
<td>05.03.11</td>
<td>Total number of items—details</td>
<td>06.03.01</td>
<td>Binder title/spine label</td>
</tr>
<tr>
<td>05.03.11.01</td>
<td>Total number of items sent by library</td>
<td>06.03.02</td>
<td>Library record/title identification number</td>
</tr>
<tr>
<td>05.03.11.02</td>
<td>Total number of items received by binder</td>
<td>06.03.03</td>
<td>Binder title identification number</td>
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<tr>
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<td>Library location</td>
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<td>06.04.04.03</td>
<td>Number of text lines preceding call number</td>
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<td>05.05.02</td>
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<tr>
<td>05.05.04</td>
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<td>Lettering preceding number at 1st holding level</td>
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<tr>
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<td>Item identification</td>
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<td>Chronology at 1st holding level</td>
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<td>Library record/item identification number</td>
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<td>Date at 1st holding level</td>
</tr>
<tr>
<td>06.01.02</td>
<td>Library item shipment number</td>
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<td>Lettering preceding number at 2nd holding level</td>
</tr>
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<td>Elements and Subelements</td>
<td>Tag</td>
<td>Elements and Subelements</td>
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<td>06.06.08</td>
<td>Date at 2nd holding level</td>
<td>07.02</td>
<td>Special instructions</td>
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<td>07.03</td>
<td>Library notes</td>
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<td>Number at 3rd holding level</td>
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<td>Binder notes</td>
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<td>Date at 3rd holding level</td>
<td>08</td>
<td>Binding information</td>
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<td>06.06.13</td>
<td>Lettering preceding number at 4th holding level</td>
<td>08.01</td>
<td>Pieces in unit</td>
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<td>06.06.14</td>
<td>Number at 4th holding level</td>
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<td>Accompanying pieces</td>
</tr>
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<td>06.06.15</td>
<td>Chronology at 4th holding level</td>
<td>08.01.02</td>
<td>Cover material</td>
</tr>
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<td>06.06.16</td>
<td>Date at 4th holding level</td>
<td>08.02</td>
<td>Cover material type</td>
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<td>06.06.17</td>
<td>Lettering preceding number at 5th holding level</td>
<td>08.02.01</td>
<td>Cover material color</td>
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<tr>
<td>06.06.18</td>
<td>Number at 5th holding level</td>
<td>08.02.02</td>
<td>Cover material color designation</td>
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<tr>
<td>06.06.19</td>
<td>Lettering preceding number at 6th holding level</td>
<td>08.02.03</td>
<td>Text block</td>
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<tr>
<td>06.06.20</td>
<td>Number at 6th holding level</td>
<td>08.03</td>
<td>Trim, top</td>
</tr>
<tr>
<td>06.06.21</td>
<td>Lettering preceding number at 1st alternate holding level</td>
<td>08.03.01</td>
<td>Trim, bottom</td>
</tr>
<tr>
<td>06.06.22</td>
<td>Number at 1st alternate holding level</td>
<td>08.03.02</td>
<td>Trim, front</td>
</tr>
<tr>
<td>06.06.23</td>
<td>Chronology at 1st alternate holding level</td>
<td>08.03.03</td>
<td>Leaf attachment code</td>
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<td>06.06.24</td>
<td>Date at 1st alternate holding level</td>
<td>08.03.04</td>
<td>Notching</td>
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<td>06.06.25</td>
<td>Lettering preceding number at 2nd alternate holding level</td>
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<td>Spine shape</td>
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<td>Number at 2nd alternate holding level</td>
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<td>Cover information</td>
<td>08.03.07</td>
<td>Lettering information</td>
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<td>Lettering placement</td>
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<td>Lettering color</td>
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<td>Lettering size</td>
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<td>Lettering font</td>
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<td>Library logo</td>
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<td>06.09</td>
<td>Binding record information</td>
<td>09</td>
<td>Business terms</td>
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<td>09.01</td>
<td>Price per item</td>
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<td>Binding record date</td>
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<td>Base price per item</td>
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<td>Publication type</td>
<td>09.01.02</td>
<td>Surcharges per item</td>
</tr>
<tr>
<td>07</td>
<td>Processing information</td>
<td>09.01.03</td>
<td>Correction charges per item</td>
</tr>
<tr>
<td>07.01</td>
<td>Collation instructions</td>
<td>09.01.04</td>
<td>Shipping/handling charges per item</td>
</tr>
<tr>
<td>07.01.01</td>
<td>Front cover instructions</td>
<td>09.02</td>
<td>Price per shipment number/binding lot</td>
</tr>
<tr>
<td>07.01.02</td>
<td>Back cover instructions</td>
<td></td>
<td>Base price per shipment number/binding lot</td>
</tr>
<tr>
<td>07.01.03</td>
<td>Title page instructions</td>
<td>09.02.01</td>
<td>Surcharges per shipment number/binding lot</td>
</tr>
<tr>
<td>07.01.04</td>
<td>Table of contents instructions</td>
<td>09.02.02</td>
<td>Correction charges per shipment number/binding lot</td>
</tr>
<tr>
<td>07.01.05</td>
<td>Index instructions</td>
<td>09.02.03</td>
<td>Shipping/handling charges per shipment number/binding lot</td>
</tr>
<tr>
<td>07.01.06</td>
<td>Advertising instructions</td>
<td>09.02.04</td>
<td>Currency</td>
</tr>
<tr>
<td>07.01.07</td>
<td>Other collation instructions</td>
<td></td>
<td>Contract number</td>
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<td>Purchase order number</td>
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<td>Invoice number</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>Additional locally defined elements</td>
</tr>
</tbody>
</table>
5. Data Dictionary

Accompanying pieces
tag in structure chart: 08.01.02
need level: Optional
repeatability: Repeatable
subelements: None
subelement of: Binding pattern
format: Alphanumeric/String
permissible values: Undefined
examples: Maps, compact disk, audiotape
explanation: Type of pieces accompanying a volume.

Actual shipment receipt date
tag in structure chart: 05.05.03
need level: Optional
repeatability: Not repeatable
subelements: None
subelement of: Shipment dates
format: Numeric
permissible values: Undefined, formatted per ANSI X3.30-1985
examples: 27021995
explanation: Date shipment actually received.

Additional locally defined elements
tag in structure chart: 10
need level: Optional
repeatability: Repeatable
subelements: None
subelement of: NA
format: Alphanumeric/String
permissible values: Undefined
examples: NA
explanation: Specified by the sending system, containing text. Additional locally defined elements may be made specific by particular systems as a means of characterizing the comment's content or intent.

Address line
tag in structure chart: 02.01.01, 02.02.01, 02.03.01, 04.01.01
need level: Optional
repeatability: Repeatable
subelements: None
subelement of: Pick-up address, Ship-to address, Bill-to address, Paper mail address
format: Alphanumeric/String
permissible values: Undefined
examples: 42 Elm Street
explanation: This element is used for specifying the address. Use one repetition for each line of the address. Alternatively, this element can be used for only the street address and the remaining address lines can be assembled from the City, State or province, ZIP or postal code, and Country elements.

Advertising instructions
tag in structure chart: 07.01.06
need level: Optional
repeatability: Not repeatable
subelements: None
subelement of: Collation instructions
format: Code
permissible values: ai=all in; ao=all out; ui=unpaged in; uo=unpaged out; fb=front & back advertising out; co=subscription/ advertising cards out
examples: ao
explanation: Specifies how the binder is to treat the advertisements for this item.

Author
tag in structure chart: 06.02
need level: Optional
repeatability: Not repeatable
subelements: None
subelement of: Items within shipments
format: Alphanumeric/String
permissible values: Undefined
examples: Carl Sagan
explanation: Identifies the author of an item.

Back cover instructions
tag in structure chart: 07.01.02
need level: Optional
repeatability: Not repeatable
subelements: None
subelement of: Collation instructions
format: Code
permissible values: i=in; o=out; h=hinge; m=mount
examples: o
explanation: Specifies how the binder is to treat the back cover.

Base price per item
tag in structure chart: 09.01.01
need level: Optional
repeatability: Not repeatable
subelements: None
subelement of: Price per item
format: Numeric, with two (2) digits following the decimal
permissible values: Undefined
examples: 1,575.00
explanation: Base price of the binding service per item bound.

Base price per shipment number/binding lot
tag in structure chart: 09.02.01
need level: Optional
repeatability: Not repeatable
subelements: None
subelement of: Price per shipment number/binding lot
format: Numeric, with two (2) digits following the decimal
permissible values: Undefined
examples: 1,575.00
explanation: Base price of the binding service per shipment number/binding lot.

**Bibliographic title**
tag in structure chart: 06.03.01
need level: Required
repeatability: Not repeatable
subelements: None
subelement of: Title
format: Alphanumeric/String
permissible values: Undefined
examples: Journal of the American Medical Association
explanation: Full title information as supplied in the bibliographic record.

**Bill-to address**
tag in structure chart: 02.03
need level: Optional
repeatability: NA
subelements: Address line, City, County or parish, State or province, ZIP or postal code, Country
subelement of: Customer address
format: NA
permissible values: NA
examples: NA
explanation: Address information for the bill.

**Binder account or identification number**
tag in structure chart: 03.01
need level: Required
repeatability: Not repeatable
subelements: None
subelement of: Binder information
format: Alphanumeric/String
permissible values: Undefined
examples: BIND01
explanation: This element, defined by the library, provides an identification number for the binder.

**Binder address**
tag in structure chart: 04
need level: Required
repeatability: NA
subelements: Paper mail address, Telephone, Fax phone, Electronic mail address, Standard address number (SAN), Binder contact name
subelement of: NA
format: NA
permissible values: NA
examples: NA
explanation: This group of data elements establishes the address and contact information for the binder.

**Binder contact name**
tag in structure chart: 04.06
need level: Optional
repeatability: NA
subelements: None
subelement of: Binder address
format: Alphanumeric/String
permissible values: Undefined
examples: John Smith
explanation: Name of the individual in the binder organization responsible for the library’s account.

**Binder information**
tag in structure chart: 03
need level: Optional
repeatability: NA
subelements: Binder account or identification number, Binder name, Name of binder representative
subelement of: NA
format: NA
permissible values: NA
examples: NA
explanation: This element identifies the binder for the library.

**Binder item shipment number/lot number/piece number**
tag in structure chart: 06.01.03
need level: Required
repeatability: Not repeatable
subelements: None
subelement of: Item identification
format: Alphanumeric/String
permissible values: Undefined
examples: A14
explanation: Each item in the shipment is uniquely identified with a shipment number/piece number.

**Binder name**
tag in structure chart: 03.02
need level: Optional
repeatability: Not repeatable
subelements: None
subelement of: Binder information
format: Alphanumeric/String
permissible values: Undefined
examples: American National Binding; Library Binding Company
explanation: The name of the binding firm.

**Binder notes**
tag in structure chart: 07.04
need level: Optional
repeatability: Repeatable
subelements: None
subelement of: Processing information
format: Alphanumeric/String
permissible values: Undefined
examples: Special gold leaf lettering for this volume.
explanation: A variety of free-text notes.
**Binder title identification number**  
tag in structure chart: 06.03.04  
need level: Optional  
repeatability: Not repeatable  
subelements: None  
subelement of: Title  
format: Alphanumeric/String  
permissible values: Undefined  
examples: 123456; A0235  
explanation: A unique title identification number assigned and maintained by the binder.

**Binder title/spine label**  
tag in structure chart: 06.03.02  
need level: Required  
repeatability: Not repeatable  
subelements: None  
subelement of: Title  
format: Alphanumeric/String, with split points — case sensitive  
permissible values: Undefined  
examples: American\Medical\Association\Journal; Asian\Trade\Association\Annual\Guide  
explanation: Title information placed on spine that differs from the bibliographic record. Also called the Title Spine Label Key.

**Binding information**  
tag in structure chart: 08  
need level: Optional  
repeatability: Not repeatable  
subelements: Binding pattern, Type of binding, Cover material, Text block, Lettering information  
subelement of: NA  
format: NA  
permissible values: NA  
examples: NA  
explanation: This group of data elements specifies the binding information needed to satisfactorily complete the binding process.

**Binding pattern**  
tag in structure chart: 08.01  
need level: Optional  
repeatability: Not repeatable  
subelements: Pieces in unit, Accompanying pieces  
subelement of: Binding information  
format: NA  
permissible values: NA  
examples: NA  
explanation: How a volume is bound, including the type of unit and number of such pieces that comprise a bound volume.  
explanation: Nature of the volume, including the number of pieces that comprise or accompany the volume and the type of accompanying pieces.

**Binding record date**  
tag in structure chart: 06.09.02  
need level: Optional  
repeatability: Not repeatable  
subelements: None  
subelement of: Binding record information  
format: Numeric  
permissible values: Undefined, formatted per ANSI X3.30-1985  
examples: 01121995  
explanation: The date the binding pattern record was established or last changed.

**Binding record information**  
tag in structure chart: 06.09  
need level: Optional  
repeatability: NA  
subelements: Binding record status code, Binding record date.  
subelement of: Items within shipments  
format: NA  
permissible values: NA  
examples: NA  
explanation: This group of data elements records information about the binding pattern record.

**Binding record status code**  
tag in structure chart: 06.09.01  
need level: Optional  
repeatability: NA  
subelements: None  
subelement of: Binding record information  
format: Code  
permissible values: a=add; d=delete; c=change  
examples: a  
explanation: Information about the status of the binding pattern record.

**Business terms**  
tag in structure chart: 09  
need level: Optional  
repeatability: NA  
subelements: Price per item, Price per shipment number/binding lot, Currency, Contract number, Purchase order number, Invoice number  
subelement of: NA  
format: NA  
permissible values: NA  
examples: NA  
explanation: This group of data elements is concerned with business issues.

**Call number information**  
tag in structure chart: 06.05  
need level: Optional  
repeatability: NA  
subelements: Number of text lines preceding call number, Number of call number lines, Lettering preceding call number, Call number (with split points), Copy number
Call number (with split points)
tag in structure chart: 06.05.04
need level: Optional
repeatability: Not repeatable
subelements: None
subelement of: Call number information
format: Alphanumeric/String, with split points
permissible values: Undefined
examples: JK467\1992; 353.07
explanation: Call number that is to appear on the spine of the bound volume.

Chronology at 1st alternate holding level
tag in structure chart: 06.06.23
need level: Optional
repeatability: Not repeatable
subelements: None
subelement of: Holding level information
format: Alphanumeric/String
permissible values: Undefined
examples: 1993-1994
explanation: NA

Chronology at 1st holding level
tag in structure chart: 06.06.03
need level: Optional
repeatability: Not repeatable
subelements: None
subelement of: Holding level information
format: Alphanumeric/String
permissible values: Undefined
examples: 1992-1993
explanation: NA

Chronology at 2nd holding level
tag in structure chart: 06.06.07
need level: Optional
repeatability: Not repeatable
subelements: None
subelement of: Holding level information
format: Alphanumeric/String
permissible values: Undefined
examples: Spring 1994
explanation: NA

Chronology at 3rd holding level
tag in structure chart: 06.06.11
need level: Optional
repeatability: Not repeatable
subelements: None
subelement of: Holding level information
format: Alphanumeric/String
permissible values: Undefined
examples: Jan. 15, 1995
explanation: NA

Chronology at 4th holding level
tag in structure chart: 06.06.15
need level: Optional
repeatability: Not repeatable
subelements: None
subelement of: Holding level information
format: Alphanumeric/String
permissible values: Undefined
examples: 1st Quarter; Jan. 1, 1994
explanation: NA

City
tag in structure chart: 02.01.02, 02.02.02, 02.03.02, 04.01.02
need level: Optional
repeatability: Not repeatable
subelements: None
subelement of: Pick-up address, Ship-to address, Bill-to address, Paper mail address
format: Alphanumeric/String
permissible values: Undefined
examples: San Jose; Newcastle upon Tyne
explanation: City identified in address.

Collation instructions
tag in structure chart: 07.01
need level: Optional
repeatability: NA
subelements: Front cover instructions, Back cover instructions, Title page instructions, Table of contents instructions, Index instructions, Advertising instructions, Collation options, Other collation instructions.
subelement of: Processing information
format: NA
permissible values: NA
examples: NA
explanation: Instructions for collation.

Collection/location
tag in structure chart: 06.04
need level: Optional
repeatability: NA
subelements: Library department, Library collection, Library location, Library collection/location identification number
subelement of: Items within shipments
format: NA
permissible values: NA
examples: NA
explanation: This group of data elements includes information about library collection, location, or department holding a particular volume.
**Contract number**
tag in structure chart: 09.04
need level: Optional
repeatability: Not repeatable
subelements: None
subelement of: Business terms
format: Alphanumeric/String
permissible values: Undefined
examples: LAC14
explanation: Contract number assigned to the library.

**Copy number**
tag in structure chart: 06.05.05
need level: Optional
repeatability: Not repeatable
subelements: None
subelement of: Call number information
format: Alphanumeric/String
permissible values: Undefined
examples: 1; 2; 3; c. 1
explanation: Copy number of the volume per holding location.

**Correction charges per item**
tag in structure chart: 09.01.03
need level: Optional
repeatability: Not repeatable
subelements: None
subelement of: Price per item
format: Numeric, with two (2) digits following the decimal
permissible values: Undefined
examples: $3.50
explanation: Charges for correction of an individual item.

**Correction charges per shipment number/binding lot**
tag in structure chart: 09.02.03
need level: Optional
repeatability: Not repeatable
subelements: None
subelement of: Price per shipment number/binding lot
format: Numeric, with two (2) digits following the decimal
permissible values: Undefined
examples: $3.50
explanation: Charges for correction of an individual shipment number/binding lot.

**Corrections category**
tag in structure chart: 05.04.06
need level: Optional
repeatability: Not repeatable
subelements: None
subelement of: Product categories
format: Code
permissible values: f=full charge; p=partial charge
examples: f; p
explanation: Category of charges for corrections.

**Count information**
tag in structure chart: 05.02
need level: Optional
repeatability: NA
subelements: Number of unbound items sent by library, Number of unbound items received by binder, Number of unbound items returned by binder, Number of bound items returned by binder, Number of unbound items received by library, Number of bound items received by library, Number of corrections returned by library, Number of corrections received by binder, Number of corrections returned by binder, Number of corrections received by library, Total number of items, Number of cartons received by binder, Number of cartons sent by library, Number of cartons returned by binder, Number of cartons received by library
subelement of: Shipment/lot/batch/job information
format: NA
permissible values: NA
examples: NA
explanation: Actual counts of various measures.

**Country**
tag in structure chart: 02.01.06, 02.02.06, 02.03.06, 04.01.06
need level: Optional
repeatability: Not repeatable
subelements: None
subelement of: Pick-up address, Ship-to address, Bill-to address, Paper mail address
format: Alphanumeric/String
permissible values: Undefined
examples: New Zealand; Germany; USA
explanation: Country used in address. May default to country where library is located.

**County or parish**
tag in structure chart: 02.01.03, 02.02.03, 02.03.03, 04.01.03
need level: Optional
repeatability: Not repeatable
subelements: None
subelement of: Pick-up address, Ship-to address, Bill-to address, Paper mail address
format: Alphanumeric/String
permissible values: Undefined
examples: Windsor; St. Charles
explanation: County or parish used in mail address.

**Cover information**
tag in structure chart: 06.07
need level: Optional
repeatability: NA
Currency
tag in structure chart: 09.03
need level: Optional
repeatability: Not repeatable
subelements: None
subelement of: Business terms
format: Alphanumeric/String
permissible values: Undefined
examples: U.S. dollars; British pounds; Canadian dollars; Australian dollars
explanation: Type of currency.

Customer account or identification number
tag in structure chart: 01.01
need level: Optional
repeatability: Not repeatable
subelements: None
subelement of: Customer information
format: Alphanumeric/String
permissible values: Undefined
examples: 98763; N0125
explanation: Account or identification number assigned by the binder to a customer.

Customer address
tag in structure chart: 02
need level: Optional
repeatability: Not repeatable
subelements: Pick-up address, Ship-to address, Bill-to address, Telephone, Fax phone, Electronic mail address, Standard address number (SAN), Customer contact name
subelement of: NA
format: NA
permissible values: NA
examples: NA
explanation: Address information for a binder’s customer.

Customer contact name
tag in structure chart: 02.08
need level: Optional
repeatability: Not repeatable
subelements: None
subelement of: Customer address
format: Alphanumeric/String
permissible values: Undefined
examples: Terry Adams
explanation: Name of library contract person.

Customer information
tag in structure chart: 01
need level: Required
repeatability: NA
subelements: Customer account or identification number, Name of library, Name of library representative(s)
This group of data elements establishes the customer or library's address and contact points.

**Date at 1st alternate holding level**
tag in structure chart: 06.06.24
need level: Optional
repeatability: Not repeatable
subelements: None
subelement of: Holding level information
format: Alphanumeric/String
permissible values: Undefined
examples: 1987
explanation: Date of publication as defined by USMARC Format for Holdings.

**Date at 1st holding level**
tag in structure chart: 06.06.04
need level: Optional
repeatability: Not repeatable
subelements: None
subelement of: Holding level information
format: Alphanumeric/String
permissible values: Undefined
examples: 1987
explanation: Date of publication as defined by USMARC Format for Holdings.

**Date at 2nd holding level**
tag in structure chart: 06.06.08
need level: Optional
repeatability: Not repeatable
subelements: None
subelement of: Holding level information
format: Alphanumeric/String
permissible values: Undefined
examples: 1987
explanation: Date of publication, as defined by USMARC Format for Holdings.

**Date at 3rd holding level**
tag in structure chart: 06.06.12
need level: Optional
repeatability: Not repeatable
subelements: None
subelement of: Holding level information
format: Alphanumeric/String
permissible values: Undefined
examples: 1987
explanation: Date of publication as defined by USMARC Format for Holdings.

**Date at 4th holding level**
tag in structure chart: 06.06.16
need level: Optional
repeatability: Not repeatable
subelements: None
subelement of: Holding level information
format: Alphanumeric/String
permissible values: Undefined
examples: 1987
explanation: Date of publication as defined by USMARC Format for Holdings.
Electronic mail service

tag in structure chart: 02.06.01, 04.04.01
need level: Optional
repeatability: Not repeatable
subelements: None
subelement of: Electronic mail address
format: Alphanumeric/String
permissible values: Undefined
examples: Internet; BITNET; AppleLink; AT&T EasyLink
explanation: Used to direct mail to appropriate electronic mail carrier.

Expected shipment receipt date

tag in structure chart: 05.05.02
need level: Optional
repeatability: Not repeatable
subelements: None
subelement of: Shipment dates
format: Alphanumeric/String
permissible values: Undefined, formatted per ANSI X3.30-1985
examples: 27091995
explanation: Date shipment is expected. Shipment can be received at the library or at the binder.

Extra/special charges

tag in structure chart: 05.04.05
need level: Optional
repeatability: Repeatable, associated with Surcharges per shipment number/binding lot
subelements: None
subelement of: Product categories
format: Alphanumeric/String
permissible values: Undefined
examples: Pocket; Repair
explanation: Type of extra or special charge.

Fax phone

tag in structure chart: 02.05, 04.03
need level: Optional
repeatability: Repeatable
subelements: None
subelement of: Customer address, Binder address
format: Numeric
permissible values: Undefined, without hyphens, spaces, parentheses or periods
examples: 9165551212
explanation: The fax phone number shall reflect the location of the Customer address or Binder address with which it is associated. Multiple fax phone numbers may be associated with one address through the repeated use of this data element.

Flush bottom

tag in structure chart: 08.03.07
need level: Optional
repeatability: Not repeatable
subelements: None
subelement of: Text block
format: Code
permissible values: y=yes; n=no
examples: y
explanation: Indication that text block is to be bound flush with the bottom edge of cover.

Free text (with split points)

tag in structure chart: 06.07.02
need level: Optional
repeatability: Not repeatable
subelements: None
subelement of: Cover information
format: Alphanumeric/String
permissible values: Undefined
examples: Journal of the American Psychological Association
explanation: Text specified by the library to appear on the cover.

Front cover instructions

tag in structure chart: 07.01.01
need level: Optional
repeatability: Not repeatable
subelements: None
subelement of: Collation instructions
format: Code
permissible values: i=in; o=out; h=hinge; m=mount
examples: i
explanation: Specifies how the binder is to treat the front cover for this item.

Holding level information

tag in structure chart: 06.06
need level: Optional
repeatability: NA
subelements: Lettering preceding number at 1st holding level, Number at 1st holding level, Chronology at 1st holding level, Date at 1st holding level, Lettering preceding number at 2nd holding level, Number at 2nd holding level, Chronology at 2nd holding level, Date at 2nd holding level, Lettering preceding number at 3rd holding level, Number at 3rd holding level, Chronology at 3rd holding level, Date at 3rd holding level, Lettering preceding number at 4th holding level, Number at 4th holding level, Chronology at 4th holding level, Date at 4th holding level, Lettering preceding number at 5th holding level
holding level, Number at 5th holding level, Lettering preceding number at 6th holding level, Number at 6th holding level, Lettering preceding number at 1st alternate holding level, Number at 1st alternate holding level, Chronology at 1st alternate holding level, Date at 1st alternate holding level, Lettering preceding number at 2nd alternate holding level, Number at 2nd alternate holding level
subelement of: Items within shipments
format: NA
permissible values: NA
examples: NA
explanation: Holding information based on the USMARC Format for Holdings.

Index instructions
tag in structure chart: 07.01.05
need level: Optional
repeatability: Not repeatable
subelements: None
subelement of: Collation instructions
format: Code
permissible values: b=back; f=front; r=remove;
   s=separate volume
examples: b
explanation: Indicates where indexes are to be bound.

International Standard Book Number (ISBN)
tag in structure chart: 06.01.04
need level: Optional
repeatability: Not repeatable
subelements: None
subelement of: Item identification
format: Alphanumeric/String, 10 digits, excludes hyphens plus a check digit
permissible values: Undefined
examples: 0471597341
   R.R. Bowker is the Maintenance Agency.

International Standard Serial Number (ISSN)
tag in structure chart: 06.01.05
need level: Optional
repeatability: Not repeatable
subelements: None
subelement of: Item identification
format: Alphanumeric/String, 8 digits, excludes hyphens
permissible values: Undefined
examples: 07378831
explanation: International Standard Serial Number.
   R.R. Bowker is the Maintenance Agency.

Invoice number
tag in structure chart: 09.06
need level: Optional
repeatability: Not repeatable
subelements: None
subelement of: Business terms
format: Alphanumeric/String
permissible values: Undefined
examples: A95-14444
explanation: Invoice number from binder.

Item identification
tag in structure chart: 06.01
need level: Optional
repeatability: NA
subelements: Library record/item identification number, Library item shipment number, Binder item shipment number/lot number/piece number, International Standard Book Number (ISBN), International Standard Serial Number (ISSN), Serial Item and Contribution Identifier (SICI)
subelement of: Items within shipments
format: NA
permissible values: NA
examples: NA
explanation: Variety of data elements that are used to uniquely identify an item.

Items within shipments
tag in structure chart: 06
need level: Optional
repeatability: NA
subelements: Item identification, Author, Title, Collection/Location, Call number information, Holding level information, Cover information, Library imprint or logo, Binding record information
subelement of: NA
format: NA
permissible values: NA
examples: NA
explanation: NA

Leaf attachment code
tag in structure chart: 08.03.04
need level: Optional
repeatability: Not repeatable
subelements: None
subelement of: Text block
format: Code
permissible values: a=double fanned adhesive
   (double fold adhesive); b=box; c=through fold
   single signature; f=through fold double signature;
   h=hand sew; o=oversew; s=side sew; w=wire
   staple; x=other
examples: f
explanation: How volume is physically assembled.

Lettering color
tag in structure chart: 08.04.02
Lettering information

need level: Optional
repeatability: Not repeatable
subelements: Lettering placement, Lettering color,
Lettering size, Lettering font
subelement of: Binding information
format: NA
permissible values: NA
examples: NA
explanation: Information about the placement, color,
size, and font of lettering to appear on bound
volume.

Lettering font

tag in structure chart: 08.04.04
need level: Optional
repeatability: Not repeatable
subelements: None
subelement of: Lettering information
format: Code
permissible values: b=black; g=gold; w=white
examples: g
explanation: Color of lettering foil to be used.

Lettering preceding call number

tag in structure chart: 06.05.03
need level: Optional
repeatability: Not repeatable
subelements: None
subelement of: Call number information
format: Alphanumeric/String, with split points
permissible values: Undefined
examples: Ref; Juv; AF
explanation: Abbreviations or other symbols
indicating location or collection.

Lettering preceding number at 1st alternate
holding level

tag in structure chart: 06.06.21
need level: Optional
repeatability: Not repeatable
subelements: None
subelement of: Holding level information
format: Alphanumeric/String
permissible values: Undefined
examples: v.
explanation: Words, abbreviations, or other symbols.

Lettering preceding number at 1st holding
level

tag in structure chart: 06.06.01
need level: Optional
repeatability: Not repeatable
subelements: None
subelement of: Holding level information
format: Alphanumeric/String
permissible values: Undefined
examples: 4
explanation: Words, abbreviations, or other symbols.

Lettering preceding number at 2nd alternate
holding level

tag in structure chart: 06.06.25
need level: Optional
repeatability: Not repeatable
subelements: None
subelement of: Holding level information
format: Alphanumeric/String
permissible values: Undefined
examples: no.
explanation: Words, abbreviations, or other symbols.

Lettering preceding number at 2nd holding
level

tag in structure chart: 06.06.05
need level: Optional
repeatability: Not repeatable
subelements: None
subelement of: Holding level information
format: Alphanumeric/String
permissible values: Undefined
examples: no.
explanation: Words, abbreviations, or other symbols.

Lettering preceding number at 3rd holding
level

tag in structure chart: 06.06.09
need level: Optional
repeatability: Not repeatable
subelements: None
subelement of: Holding level information
format: Alphanumeric/String
permissible values: Undefined
examples: pt.
explanation: Words, abbreviations, or other symbols.
Lettering preceding number at 4th holding level
tag in structure chart: 06.06.13
need level: Optional
repeatability: Not repeatable
subelements: None
subelement of: Holding level information
format: Alphanumeric/String
permissible values: Undefined
examples: Subpart
explanation: Words, abbreviations, or other symbols.

Lettering preceding number at 5th holding level
tag in structure chart: 06.06.17
need level: Optional
repeatability: Not repeatable
subelements: None
subelement of: Holding level information
format: Alphanumeric/String
permissible values: Undefined
examples: Piece
explanation: Words, abbreviations, or other symbols.

Lettering preceding number at 6th holding level
tag in structure chart: 06.06.19
need level: Optional
repeatability: Not repeatable
subelements: None
subelement of: Holding level information
format: Alphanumeric/String
permissible values: Undefined
examples: Map
explanation: Words, abbreviations, or other symbols.

Lettering size
tag in structure chart: 08.04.03
need level: Optional
repeatability: Not repeatable
subelements: None
subelement of: Lettering information
format: Numeric
permissible values: Undefined
examples: 14
explanation: Lettering size (in picas) to be used.

Library barcode number
tag in structure chart: 06.01.02.01
need level: Optional
repeatability: Not repeatable
subelements: None
subelement of: Library item shipment number
format: Alphanumeric/String
permissible values: Undefined
examples: 317800648913
explanation: Unique identification number for an item in the form of a barcode.

Library barcode symbology
tag in structure chart: 06.01.02.02
need level: Optional
repeatability: Not repeatable
subelements: None
subelement of: Library item shipment number
format: Code
permissible values: c=Codabar; 3=Code 3 of 9 (i.e., Code 39); 1=Code 128; e=EAN; o=other
examples: c
explanation: Coding method used to represent the barcode.

Library collection
tag in structure chart: 06.04.02
need level: Optional
repeatability: Not repeatable
subelements: None
subelement of: Collection/Location
format: Alphanumeric/String
permissible values: Undefined
examples: Reference; Fine Arts
explanation: The collection or area within the Library where the item is normally located.

Library collection/location identification number
tag in structure chart: 06.04.04
need level: Optional
repeatability: Not repeatable
subelements: None
subelement of: Collection/Location
format: Alphanumeric/String
permissible values: Undefined
examples: 0021; 0200
explanation: Number assigned by the binder to a department, collection or location as an extension to the account number to distinguish between subunits of the account.

Library department
tag in structure chart: 06.04.01
need level: Optional
repeatability: Not repeatable
subelements: None
subelement of: Collection/Location
format: Alphanumeric/String
permissible values: Undefined
examples: Historical Collection; Science Library; Rare Books
explanation: Name of a library department. In some cases, a department library is located in a separate building from the central library.

Library identification information
tag in structure chart: 06.08.02
need level: Optional
repeatability: Not repeatable
DATA DICTIONARY

Library imprint or logo

tag in structure chart: 06.08

need level: Optional
repeatability: NA

subelements: Number of imprint lines, Library identification information, Library logo

format: NA

permissible values: NA

examples: NA

explanation: Library name or initials to be printed on the spine of the bound volume.

Library item shipment number

tag in structure chart: 06.01.02

need level: Optional
repeatability: Not repeatable

subelements: Library barcode number, Library barcode symbology

format: NA

permissible values: NA

examples: NA

explanation: Unique item number of item in shipment assigned by library.

Library location

tag in structure chart: 06.04.03

need level: Optional
repeatability: Not repeatable

subelements: None

subelement of: Collection/Location

format: NA

permissible values: NA

examples: NA

explanation: The location or area within the Library where the item is normally located.

Library logo

tag in structure chart: 06.08.03

need level: Optional
repeatability: Not repeatable

subelements: None

subelement of: Library imprint or logo

format: NA

permissible values: NA

examples: NA

explanation: Library identification or logo printed at the bottom of the spine.

Library logo file address

tag in structure chart: 06.08.03.02

need level: Optional
repeatability: Not repeatable

subelements: None

subelement of: Library logo

format: Alphanumeric/String

permissible values: Undefined

examples: http://www.uflib.ufl.edu/gif/logo.gif

explanation: Complete address and name of the logo file.

Library logo file type

tag in structure chart: 06.08.03.01

need level: Optional
repeatability: Not repeatable

subelements: None

subelement of: Library logo

format: Code

permissible values: g=gif; j=jpg

examples: gif

explanation: Type of file containing the library’s logo.

Library notes

tag in structure chart: 07.03

need level: Optional
repeatability: Repeatable

subelements: None

subelement of: Processing information

format: Alphanumeric/String

permissible values: Undefined

examples: Foldout on page 68
pg. 45-52 missing - bind.

explanation: Information recorded either (1) relative to a binding pattern for a given title, or (2) for the purpose of providing general information to the binder about a specific volume.

Library record/item identification number (non-barcode)

tag in structure chart: 06.01.01

need level: Optional
repeatability: Not repeatable

subelements: None

subelement of: Item identification

format: Alphanumeric/String

permissible values: Undefined

examples: 9512345

explanation: Unique identification number, other than a barcode, for an item.

Library record/title identification number

tag in structure chart: 06.03.03

need level: Optional
repeatability: Not repeatable

subelements: None

subelement of: Title

format: Alphanumeric/String

permissible values: Undefined
examples: A12345
explanation: Unique identification number for a record/title.

Material count information

tag in structure chart: 05.03
need level: Optional
repeatability: Repeatable
subelements: Number of unbound items sent by library—details, Number of unbound items received by binder—details, Number of bound items returned by binder—details, Number of unbound items received by library—details, Number of bound items received by library—details, Number of corrections returned by library—details, Number of corrections received by binder—details, Number of corrections returned by binder—details, Number of corrections received by library—details, Total number of items—details
subelement of: Count information
format: NA
permissible values: NA
examples NA
explanation: Total number of items sent or received by a library to/from the binder.

Name of binder representative(s)

tag in structure chart: 03.03
need level: Optional
repeatability: Repeatable
subelements: None
subelement of: Binder information
format: Alphanumeric/String
permissible values: Undefined
examples: Kathy Smith
explanation: Name of binding personnel.

Name of library accounting/billing agency

tag in structure chart: 01.04
need level: Optional
repeatability: Not repeatable
subelements: None
subelement of: Customer information
format: Alphanumeric/String
permissible values: Undefined
examples: Government Printing Office
explanation: Name of an accounting or parent agency responsible for payment of the library’s invoices.

Name of library representative(s)

tag in structure chart: 01.03
need level: Optional
repeatability: Repeatable
subelements: None
subelement of: Customer information
format: Alphanumeric/String
permissible values: Undefined
examples: Kathy Smith
explanation: Name of library contact person directly responsible for shipment of materials to the binder.

Notching

tag in structure chart: 08.03.05
need level: Optional
repeatability: Not repeatable
subelements: None
subelement of: Text block
format: Code
permissible values: n=no; y=notch; u=ultrabind
examples: y; n
explanation: Indicates that notching of adhesive bound volume should or should not occur. Requires that “Leaf attachment code” value be “a”.

Number at 1st alternative holding level

tag in structure chart: 06.06.22
need level: Optional
repeatability: Not repeatable
subelements: None
subelement of: Holding level information
format: Alphanumeric/String
permissible values: Undefined
examples: 1; A
explanation: Number information.

Number at 1st holding level

tag in structure chart: 06.06.02
need level: Optional
repeatability: Not repeatable
subelements: None
subelement of: Holding level information
format: Alphanumeric/String
permissible values: Undefined
examples: 1; A
explanation: Number information.

Number at 2nd alternative holding level

tag in structure chart: 06.06.26

name of library

tag in structure chart: 01.02
need level: Optional
repeatability: Not repeatable
subelements: None
subelement of: Customer information
format: Alphanumeric/String
permissible values: Undefined
examples: University of California, Irvine
explanation: The name of the library/customer responsible for shipments and payment of invoices.

Name of library

tag in structure chart: 01.02
need level: Optional
repeatability: Not repeatable
subelements: None
subelement of: Customer information
format: Alphanumeric/String
permissible values: Undefined
examples: University of California, Irvine
explanation: The name of the library/customer responsible for shipments and payment of invoices.
need level: Optional
repeatability: Not repeatable
subelements: None
subelement of: Holding level information
format: Alphanumeric/String
permissible values: Undefined
examples: 12; C
explanation: Number information.

Number at 2nd holding level
tag in structure chart: 06.06.06
need level: Optional
repeatability: Not repeatable
subelements: None
subelement of: Holding level information
format: Alphanumeric/String
permissible values: Undefined
examples: 12; C
explanation: Number information.

Number at 3rd holding level
tag in structure chart: 06.06.10
need level: Optional
repeatability: Not repeatable
subelements: None
subelement of: Holding level information
format: Alphanumeric/String
permissible values: Undefined
examples: 12; C
explanation: Number information.

Number at 4th holding level
tag in structure chart: 06.06.14
need level: Optional
repeatability: Not repeatable
subelements: None
subelement of: Holding level information
format: Alphanumeric/String
permissible values: Undefined
examples: 12; C
explanation: Number information.

Number at 5th holding level
tag in structure chart: 06.06.18
need level: Optional
repeatability: Not repeatable
subelements: None
subelement of: Holding level information
format: Alphanumeric/String
permissible values: Undefined
examples: 12; C
explanation: Number information.

Number at 6th holding level
tag in structure chart: 06.06.20
need level: Optional
repeatability: Not repeatable
subelements: None
subelement of: Holding level information
format: Alphanumeric/String
permissible values: Undefined
examples: 12; C
explanation: Number information.

Number of bound items received by library
tag in structure chart: 05.02.07
need level: Optional
repeatability: Not repeatable
subelements: None
subelement of: Count information
format: Numeric
permissible values: Undefined
examples: 84; 136
explanation: Total number of bound volumes received by the library. This serves as a check against the number of bound volumes sent by the binder.

Number of bound items received by library—details
tag in structure chart: 05.03.06
need level: Optional
repeatability: Not repeatable
subelements: Number of bound monographs received by library, Number of bound newspapers received by library, Number of bound periodicals received by library, Number of bound serials received by library, Number of bound theses/dissertations received by library, Number of bound other-items received by library, Total number of bound items received by library
subelement of: Count information
format: NA
permissible values: NA
examples: NA
explanation: Number of bound items received by library.

Number of bound items returned by binder
tag in structure chart: 05.02.06
need level: Optional
repeatability: Not repeatable
subelements: None
subelement of: Count information
format: Alphanumeric/String
permissible values: Undefined
examples: 46; 18
explanation: Total number of bound volumes being returned by the binder.

Number of bound items returned by binder—details
tag in structure chart: 05.03.05
need level: Optional
repeatability: Not repeatable
subelements: Number of bound monographs returned by binder, Number of bound newspapers returned by binder, Number of bound periodicals returned by binder, Number of bound serials returned by binder, Number of bound theses/dissertations returned by binder, Number of bound other-items returned by binder, Total number of bound items returned by binder
subelement of: Count information
format: NA
permissible values: NA
examples: NA
explanation: Number of bound items returned by binder.

Number of bound monographs received by library
tag in structure chart: 05.03.06.01
need level: Optional
repeatability: Not repeatable
subelements: None
subelement of: Number of bound items received by library
format: Numeric
permissible values: Undefined
examples: 5; 493; 7351
explanation: Number of bound monographs received by library.

Number of bound monographs returned by binder
tag in structure chart: 05.03.05.01
need level: Optional
repeatability: Not repeatable
subelements: None
subelement of: Number of bound items returned by binder
format: Numeric
permissible values: Undefined
examples: 5; 493; 7351
explanation: Number of bound monographs returned by binder.

Number of bound newspapers received by library
tag in structure chart: 05.03.06.02
need level: Optional
repeatability: Not repeatable
subelements: None
subelement of: Number of bound items received by library
format: Numeric
permissible values: Undefined
examples: 5; 493; 7351
explanation: Number of bound newspapers received by library.

Number of bound newspapers returned by binder
tag in structure chart: 05.03.05.02
need level: Optional
repeatability: Not repeatable
subelements: None
subelement of: Number of bound items returned by binder
format: Numeric
permissible values: Undefined
examples: 5; 493; 7351
explanation: Number of bound newspapers returned by binder.

Number of bound other-item corrections received by binder
tag in structure chart: 05.03.08.06
need level: Optional
repeatability: Not repeatable
subelements: None
subelement of: Number of corrections received by binder
format: Numeric
permissible values: Undefined
examples: 2; 549; 9273
explanation: Number of bound other-items received for correction by binder.

Number of bound other-item corrections received by library
tag in structure chart: 05.03.10.06
need level: Optional
repeatability: Not repeatable
subelements: None
subelement of: Number of corrections received by library
format: Numeric
permissible values: Undefined
examples: 2; 549; 9273
explanation: Number of bound other-item corrections received by library.

Number of bound other-item corrections returned by binder
tag in structure chart: 05.03.09.06
need level: Optional
repeatability: Not repeatable
subelements: None
subelement of: Number of corrections returned by binder
format: Numeric
permissible values: Undefined
examples: 2; 549; 9273
explanation: Number of bound other-items returned from correction by binder.
Number of bound other-item corrections returned by library
tag in structure chart: 05.03.07.06
need level: Optional
repeatability: Not repeatable
subelements: None
subelement of: Number of corrections returned by library
format: Numeric
permissible values: Undefined
examples: 2; 549; 9273
explanation: Number of bound other-items returned for correction by library.

Number of bound other-items received by library
tag in structure chart: 05.03.06.06
need level: Optional
repeatability: Not repeatable
subelements: None
subelement of: Number of bound items received by library
format: Numeric
permissible values: Undefined
examples: 5; 493; 7351
explanation: Number of bound other-items received by library.

Number of bound other-items returned by binder
tag in structure chart: 05.03.05.06
need level: Optional
repeatability: Not repeatable
subelements: None
subelement of: Number of bound items returned by binder
format: Numeric
permissible values: Undefined
examples: 5; 493; 7351
explanation: Number of bound other-items returned by binder.

Number of bound periodicals received by library
tag in structure chart: 05.03.06.03
need level: Optional
repeatability: Not repeatable
subelements: None
subelement of: Number of bound items received by library
format: Numeric
permissible values: Undefined
examples: 5; 493; 7351
explanation: Number of bound periodicals received by library.

Number of bound periodicals returned by binder
tag in structure chart: 05.03.05.03
need level: Optional
repeatability: Not repeatable
subelements: None
subelement of: Number of bound items returned by binder
format: Numeric
permissible values: Undefined
examples: 5; 493; 7351
explanation: Number of bound periodicals returned by binder.

Number of bound serials received by library
tag in structure chart: 05.03.06.04
need level: Optional
repeatability: Not repeatable
subelements: None
subelement of: Number of bound items received by library
format: Numeric
permissible values: Undefined
examples: 5; 493; 7351
explanation: Number of bound serials received by library.

Number of bound serials returned by binder
tag in structure chart: 05.03.05.04
need level: Optional
repeatability: Not repeatable
subelements: None
subelement of: Number of bound items returned by binder
format: Numeric
permissible values: Undefined
examples: 5; 493; 7351
explanation: Number of bound serials returned by binder.

Number of bound theses/dissertations received by library
tag in structure chart: 05.03.06.05
need level: Optional
repeatability: Not repeatable
subelements: None
subelement of: Number of bound items received by library
format: Numeric
permissible values: Undefined
examples: 5; 493; 7351
explanation: Number of bound theses/dissertations received by library.

Number of bound theses/dissertations returned by binder
tag in structure chart: 05.03.05.05
need level: Optional
repeatability: Not repeatable
subelements: None
subelement of: Number of bound items returned by binder

Number of call number lines

tag in structure chart: 06.05.02

need level: Optional
repeatability: Not repeatable
subelements: None
subelement of: Call number information
format: Numeric
permissible values: Undefined
examples: 3; 6
explanation: Indicates number of lines call number is to occupy on the spine of the bound volume.

Number of cartons received by binder

tag in structure chart: 05.03.13

need level: Optional
repeatability: Not repeatable
subelements: None
subelement of: Count information
format: Numeric
permissible values: Undefined
examples: 12; 34
explanation: Total number of cartons received by the binder from the library. This serves as a check against the number of cartons sent by the library.

Number of corrections received by binder

tag in structure chart: 05.03.08

need level: Optional
repeatability: Repeatable
subelements: Number of monograph corrections received by binder, Number of newspaper corrections received by binder, Number of periodical corrections received by binder, Number of serial corrections received by binder, Number of thesis/dissertation corrections received by binder, Number of bound other-item corrections received by binder, Total number of corrections received by binder
subelement of: Count information
format: NA
permissible values: NA
examples: NA
explanation: Total number of corrections received by a binder from the library.

Number of corrections received by library

tag in structure chart: 05.02.11

need level: Optional
repeatability: Not repeatable
subelements: Number of monograph corrections received by library, Number of newspaper corrections received by library, Number of periodical corrections received by library, Number of serial corrections received by library, Number of thesis/dissertation corrections received by library, Number of bound other-item corrections received by library, Total number of corrections received by library
subelement of: Count information
format: NA
permissible values: NA
examples: NA
explanation: Total number of corrections received by a library.

Number of cartons sent by library

tag in structure chart: 05.03.12

need level: Optional
repeatability: Not repeatable
subelements: None
subelement of: Count information
format: Numeric
permissible values: Undefined
examples: 12; 34
explanation: Total number of cartons sent by the library.

Number of cartons returned by binder

tag in structure chart: 05.03.14

need level: Optional
repeatability: Not repeatable
subelements: None
subelement of: Count information
format: Numeric
permissible values: Undefined
examples: 12; 34
explanation: Total number of cartons returned by the binder to the library.

Number of cartons received by library

tag in structure chart: 05.03.15

need level: Optional
repeatability: Not repeatable
subelements: None
subelement of: Count information
format: Numeric
permissible values: Undefined
examples: 12; 34
explanation: Total number of cartons received by the library. This serves as a check against the number of cartons sent by the library.

Number of corrections received by library — details

tag in structure chart: 05.03.08

need level: Optional
repeatability: Repeatable
subelements: Number of monograph corrections received by library, Number of newspaper corrections received by library, Number of periodical corrections received by library, Number of serial corrections received by library, Number of thesis/dissertation corrections received by library, Number of bound other-item corrections received by library, Total number of corrections received by library
subelement of: Count information
format: NA
permissible values: NA
examples: NA
explanation: Total number of corrections received by a library.
Number of serial corrections received by library, 
Number of thesis/dissertation corrections
received by library, Number of bound other-item
corrections received by library, Total number of
corrections received by library
subelement of: Count information
format: NA
permissible values: NA
examples: NA
explanation: Number of items corrected by binder
received by library.

Number of corrections received by library —
details
tag in structure chart: 05.03.10
need level: Optional
repeatability: Repeatable
subelements: Number of monograph corrections
received by library, Number of newspaper
corrections received by library, Number of
periodical corrections received by library,
Number of serial corrections received by library,
Number of thesis/dissertation corrections
received by library, Number of bound other-item
corrections received by library, Total number of
corrections received by library
subelement of: Count information
format: NA
permissible values: NA
examples: NA
explanation: Total number of corrected items
received by library from the binder.

Number of corrections returned by binder
tag in structure chart: 05.02.09
need level: Optional
repeatability: Not repeatable
subelements: Number of monograph corrections
returned by binder, Number of newspaper
corrections returned by binder, Number of
periodical corrections returned by binder,
Number of serial corrections returned by binder,
Number of thesis/dissertation corrections
returned by binder, Number of bound other-item
corrections returned by binder, Total number of
corrections returned by binder
subelement of: Count information
format: NA
permissible values: NA
examples: NA
explanation: Number of items returned by library for
correction by binder.

Number of corrections returned by library —
details
tag in structure chart: 05.03.07
need level: Optional
repeatability: Repeatable
subelements: Number of monograph corrections
returned by library, Number of newspaper
corrections returned by library, Number of
periodical corrections returned by library,
Number of serial corrections returned by library,
Number of thesis/dissertation corrections
returned by library, Number of bound other-item
corrections returned by library, Total number of
corrections returned by library
subelement of: Count information
format: NA
permissible values: NA
examples: NA
explanation: Total number of items returned by
library for correction by binder.
**Number of imprint lines**
tag in structure chart: 06.08.01
need level: Optional
repeatability: Not repeatable
subelements: None
subelement of: Library imprint or logo
format: Numeric
permissible values: Undefined
examples: 4
explanation: Number of imprint lines.

**Number of items**
tag in structure chart: 05.04.03
need level: Optional
repeatability: Not repeatable
subelements: None
subelement of: Product categories
format: Numeric
permissible values: Undefined
examples: 85
explanation: Number of items.

**Number of lines of text**
tag in structure chart: 06.07.01
need level: Optional
repeatability: Not repeatable
subelements: None
subelement of: Cover information
format: Numeric
permissible values: Undefined
examples: 4
explanation: Number of lines of text to appear on the cover.

**Number of monograph corrections received by binder**
tag in structure chart: 05.03.08.01
need level: Optional
repeatability: Not repeatable
subelements: None
subelement of: Number of corrections received by binder
format: Numeric
permissible values: Undefined
examples: 2; 549; 9273
explanation: Number of monographs received for correction by binder.

**Number of monograph corrections returned by binder**
tag in structure chart: 05.03.09.01
need level: Optional
repeatability: Not repeatable
subelements: None
subelement of: Number of corrections returned by binder
format: Numeric
permissible values: Undefined
examples: 2; 549; 9273
explanation: Number of monographs returned from correction by binder.

**Number of monograph corrections returned by library**
tag in structure chart: 05.03.10.01
need level: Optional
repeatability: Not repeatable
subelements: None
subelement of: Number of corrections returned by library
format: Numeric
permissible values: Undefined
examples: 2; 549; 9273
explanation: Number of monographs returned by library for correction.

**Number of newspaper corrections received by binder**
tag in structure chart: 05.03.08.02
need level: Optional
repeatability: Not repeatable
subelements: None
subelement of: Number of corrections received by binder
format: Numeric
permissible values: Undefined
examples: 2; 549; 9273
explanation: Number of newspapers received for correction by binder.

**Number of newspaper corrections received by library**
tag in structure chart: 05.03.10.02
need level: Optional
repeatability: Not repeatable
subelements: None
subelement of: Number of corrections received by library
format: Numeric
permissible values: Undefined
examples: 2; 549; 9273
explanation: Number of newspaper corrections received by library.
DATA DICTIONARY

Number of newspaper corrections returned by binder
- tag in structure chart: 05.03.09.02
- need level: Optional
- repeatability: Not repeatable
- subelements: None
- subelement of: Number of corrections returned by binder
- format: Numeric
- permissible values: Undefined
- examples: 2; 549; 9273
- explanation: Number of newspapers returned from correction by binder.

Number of newspaper corrections returned by library
- tag in structure chart: 05.03.07.02
- need level: Optional
- repeatability: Not repeatable
- subelements: None
- subelement of: Number of corrections returned by library
- format: Numeric
- permissible values: Undefined
- examples: 2; 549; 9273
- explanation: Number of newspapers returned by library for correction.

Number of periodical corrections received by binder
- tag in structure chart: 05.03.08.03
- need level: Optional
- repeatability: Not repeatable
- subelements: None
- subelement of: Number of corrections received by binder
- format: Numeric
- permissible values: Undefined
- examples: 2; 549; 9273
- explanation: Number of periodicals received for correction by binder.

Number of periodical corrections received by library
- tag in structure chart: 05.03.10.03
- need level: Optional
- repeatability: Not repeatable
- subelements: None
- subelement of: Number of corrections received by library
- format: Numeric
- permissible values: Undefined
- examples: 2; 549; 9273
- explanation: Number of periodicals received by library.

Number of serial corrections received by binder
- tag in structure chart: 05.03.08.04
- need level: Optional
- repeatability: Not repeatable
- subelements: None
- subelement of: Number of corrections received by binder
- format: Numeric
- permissible values: Undefined
- examples: 2; 549; 9273
- explanation: Number of serials received for correction by binder.

Number of serial corrections received by library
- tag in structure chart: 05.03.10.04
- need level: Optional
- repeatability: Not repeatable
- subelements: None
- subelement of: Number of corrections received by library
- format: Numeric
- permissible values: Undefined
- examples: 2; 549; 9273
- explanation: Number of serial corrections received by library.

Number of serial corrections returned by binder
- tag in structure chart: 05.03.09.04
- need level: Optional
- repeatability: Not repeatable
- subelements: None
- subelement of: Number of corrections returned by binder
- format: Numeric
- permissible values: Undefined
- examples: 2; 549; 9273
- explanation: Number of periodicals returned by correction by binder.

Number of serial corrections returned by library
- tag in structure chart: 05.03.07.03
- need level: Optional
- repeatability: Not repeatable
- subelements: None
- subelement of: Number of corrections returned by library
- format: Numeric
- permissible values: Undefined
- examples: 2; 549; 9273
- explanation: Number of periodicals returned by library for correction.

Page 26
subelement of: Number of corrections returned by binder
format: Numeric
permissible values: Undefined
examples: 2; 549; 9273
explanation: Number of serials returned from correction by binder.

Number of serial corrections returned by library
tag in structure chart: 05.03.07.04
need level: Optional
repeatability: Not repeatable
subelements: None
subelement of: Number of corrections returned by binder
format: Numeric
permissible values: Undefined
examples: 2; 549; 9273
explanation: Number of serials returned by library for correction.

Number of text lines preceding call number
tag in structure chart: 06.05.01
need level: Optional
repeatability: Not repeatable
subelements: None
subelement of: Call number information
format: Numeric
permissible values: Undefined
examples: 4; 0; 1
explanation: Number of lines to be used printing text before the call number.

Number of thesis/dissertation corrections received by binder
tag in structure chart: 05.03.08.05
need level: Optional
repeatability: Not repeatable
subelements: None
subelement of: Number of corrections received by binder
format: Numeric
permissible values: Undefined
examples: 2; 549; 9273
explanation: Number of theses/dissertations received for correction by binder.

Number of thesis/dissertation corrections returned by binder
tag in structure chart: 05.03.09.05
need level: Optional
repeatability: Not repeatable
subelements: None
subelement of: Number of corrections returned by binder
format: Numeric
permissible values: Undefined
examples: 2; 549; 9273
explanation: Number of theses/dissertations returned from correction by binder.

Number of thesis/dissertation corrections returned by library
tag in structure chart: 05.03.07.05
need level: Optional
repeatability: Not repeatable
subelements: None
subelement of: Number of corrections returned by binder
format: Numeric
permissible values: Undefined
examples: 2; 549; 9273
explanation: Number of theses/dissertations returned by library for correction.

Number of unbound items received by binder
tag in structure chart: 05.02.03
need level: Optional
repeatability: Not repeatable
subelements: None
subelement of: Count information
format: Numeric
permissible values: Undefined
examples: 245; 1; 150
explanation: Total number of unbound items received from a library by the binder.

Number of unbound items received by binder—details
tag in structure chart: 05.03.02
need level: Optional
repeatability: Not repeatable
subelements: Number of unbound monographs received by binder, Number of unbound newspapers received by binder, Number of unbound periodicals received by binder, Number of unbound serials received by binder, Number of unbound theses/dissertations received by binder, Number of unbound other-items received by binder, Total number of unbound items received by binder
**Number of unbound items received by library**
tag in structure chart: 05.02.05
need level: Optional
repeatability: Not repeatable
subelements: None
subelement of: Count information
format: Numeric
permissible values: Undefined
examples: 17; 43
explanation: Number of unbound items received from the binder by the library.

**Number of unbound items returned by binder**
tag in structure chart: 05.02.04
need level: Optional
repeatability: Not repeatable
subelements: None
subelement of: Count information
format: Numeric
permissible values: Undefined
examples: 24; 43
explanation: Number of unbound items returned by the binder. For a variety of reasons, not all unbound items sent by a library can be bound.

**Number of unbound monographs received by binder**
tag in structure chart: 05.03.01
need level: Optional
repeatability: Not repeatable
subelements: None
subelement of: Number of unbound items received by binder
format: Numeric
permissible values: Undefined
examples: 24; 43
explanation: Number of unbound monographs received by the binder.
Number of unbound monographs received by library

tag in structure chart: 05.03.04.01
need level: Optional
repeatability: Not repeatable
subelements: None
subelement of: Number of unbound items received by library
format: Numeric
permissible values: Undefined
examples: 5; 493; 7351
explanation: Number of unbound monographs received by binder.

Number of unbound monographs returned by binder

tag in structure chart: 05.03.03.01
need level: Optional
repeatability: Not repeatable
subelements: None
subelement of: Number of unbound items returned by binder
format: Numeric
permissible values: Undefined
examples: 5; 493; 7351
explanation: Number of unbound monographs returned by binder.

Number of unbound monographs sent by library

tag in structure chart: 05.03.01.01
need level: Optional
repeatability: Not repeatable
subelements: None
subelement of: Number of unbound items sent by library—details
format: Numeric
permissible values: Undefined
examples: 5; 493; 7351
explanation: Number of unbound monographs sent by library.

Number of unbound newspapers received by binder

tag in structure chart: 05.03.02.06
need level: Optional
repeatability: Not repeatable
subelements: None
subelement of: Number of unbound items received by binder
format: Numeric
permissible values: Undefined
examples: 5; 493; 7351
explanation: Number of unbound newspapers received by binder.

Number of unbound newspapers received by library

tag in structure chart: 05.03.04.02
need level: Optional
repeatability: Not repeatable
subelements: None
subelement of: Number of unbound items received by library
format: Numeric
permissible values: Undefined
examples: 5; 493; 7351
explanation: Number of unbound newspapers received by library.

Number of unbound newspapers returned by binder

tag in structure chart: 05.03.03.02
need level: Optional
repeatability: Not repeatable
subelements: None
subelement of: Number of unbound items returned by binder
format: Numeric
permissible values: Undefined
examples: 5; 493; 7351
explanation: Number of unbound newspapers returned by binder.

Number of unbound newspapers sent by library

tag in structure chart: 05.03.01.02
need level: Optional
repeatability: Not repeatable
subelements: None
subelement of: Number of unbound items sent by library
format: Numeric
permissible values: Undefined
examples: 5; 493; 7351
explanation: Number of unbound newspapers sent by library.

Number of unbound other-items received by binder

tag in structure chart: 05.03.02.06
need level: Optional
repeatability: Not repeatable
subelements: None
subelement of: Number of unbound items received by binder
format: Numeric
permissible values: Undefined
examples: 5; 493; 7351
explanation: Number of unbound other-items received by binder.
Number of unbound other-items received by library

tag in structure chart: 05.03.04.06
need level: Optional
repeatability: Not repeatable
subelements: None
subelement of: Number of unbound items received by library
format: Numeric
permissible values: Undefined
examples: 5; 493; 7351
explanation: Number of unbound other-items received by library.

Number of unbound other-items returned by binder

tag in structure chart: 05.03.03.06
need level: Optional
repeatability: Not repeatable
subelements: None
subelement of: Number of unbound items returned by binder
format: Numeric
permissible values: Undefined
examples: 5; 493; 7351
explanation: Number of unbound other-items returned by binder.

Number of unbound other-items sent by library

tag in structure chart: 05.03.01.06
need level: Optional
repeatability: Not repeatable
subelements: None
subelement of: Number of unbound items sent by library
format: Numeric
permissible values: Undefined
examples: 5; 493; 7351
explanation: Number of unbound other-items sent by library.

Number of unbound periodicals received by binder

tag in structure chart: 05.03.02.03
need level: Optional
repeatability: Not repeatable
subelements: None
subelement of: Number of unbound items received by binder
format: Numeric
permissible values: Undefined
examples: 5; 493; 7351
explanation: Number of unbound periodicals received by binder.

Number of unbound periodicals returned by binder

tag in structure chart: 05.03.03.03
need level: Optional
repeatability: Not repeatable
subelements: None
subelement of: Number of unbound items returned by binder
format: Numeric
permissible values: Undefined
examples: 5; 493; 7351
explanation: Number of unbound periodicals returned by binder.

Number of unbound periodicals sent by library

tag in structure chart: 05.03.01.03
need level: Optional
repeatability: Not repeatable
subelements: None
subelement of: Number of unbound items sent by library
format: Numeric
permissible values: Undefined
examples: 5; 493; 7351
explanation: Number of unbound periodicals sent by library.

Number of unbound serials received by binder

tag in structure chart: 05.03.02.04
need level: Optional
repeatability: Not repeatable
subelements: None
subelement of: Number of unbound items received by binder
format: Numeric
permissible values: Undefined
examples: 5; 493; 7351
explanation: Number of unbound serials received by binder.

Number of unbound serials received by library

tag in structure chart: 05.03.04.04
need level: Optional
repeatability: Not repeatable
subelements: None
Number of unbound serials returned by binder

Number of unbound serials returned by binder

tag in structure chart: 05.03.03.04

need level: Optional

repeatability: Not repeatable

subelements: None

subelement of: Number of unbound serials returned by binder

format: Numeric

permissible values: Undefined

examples: 5; 493; 7351

explanation: Number of unbound serials returned by binder.

Number of unbound serials sent by library

Number of unbound serials sent by library

tag in structure chart: 05.03.01.04

need level: Optional

repeatability: Not repeatable

subelements: None

subelement of: Number of unbound serials sent by library

format: Numeric

permissible values: Undefined

examples: 5; 493; 7351

explanation: Number of unbound serials sent by library.

Number of unbound theses/dissertations received by binder

Number of unbound theses/dissertations received by binder

tag in structure chart: 05.03.02.05

need level: Optional

repeatability: Not repeatable

subelements: None

subelement of: Number of unbound theses/dissertations received by binder

format: Numeric

permissible values: Undefined

examples: 5; 493; 7351

explanation: Number of unbound theses/dissertations received by binder.

Number of unbound theses/dissertations sent by library

Number of unbound theses/dissertations sent by library

tag in structure chart: 05.03.01.05

need level: Optional

repeatability: Not repeatable

subelements: None

subelement of: Number of unbound theses/dissertations sent by library

format: Numeric

permissible values: Undefined

examples: 5; 493; 7351

explanation: Number of unbound theses/dissertations sent by library.

Other collation instructions

Other collation instructions

tag in structure chart: 07.01.07

need level: Optional

repeatability: Not repeatable

subelements: None

subelement of: Collation information

format: Alphanumeric/String

permissible values: Undefined

examples: Bind most recent issue in front.

explanation: Text instructions from the library to the binder.

Paper mail address

Paper mail address

tag in structure chart: 04.01

need level: Optional

repeatability: Repeatable

subelements: Address line, City, County or parish, State or province, ZIP or postal code, Country

subelement of: Binder address

format: NA

permissible values: NA

examples: NA

explanation: Address to be used for delivery of paper or physical objects to binder.

Pick-up address

Pick-up address

tag in structure chart: 02.01
need level: Optional
repeatability: Not repeatable
subelements: Address line, City, County or parish, State or province, ZIP or postal code, Country
subelement of: Customer address
format: Alphanumeric/String
permissible values: Undefined
examples: 123 Hill Street
explanation: Address where library materials are to be picked up.

**Pieces in unit**
tag in structure chart: 08.01.01
need level: Optional
repeatability: Not repeatable
subelements: None
subelement of: Binding pattern
format: Numeric
permissible values: Undefined
examples: 4
explanation: Number of units in or accompanying pieces with a bound volume.

**Price category**
tag in structure chart: 05.04.04
need level: Optional
repeatability: Not repeatable
subelements: None
subelement of: Product categories
format: Alphanumeric/String
permissible values: Undefined
examples: Standard
explanation: Price category of the binding service.

**Price per item**
tag in structure chart: 09.01
need level: Optional
repeatability: NA
subelements: Base price per item, Surcharges per item, Correction charges per item, Shipping/Handling charges per item
subelement of: Business terms
format: NA
permissible values: NA
examples: NA
explanation: Price elements of the binding service per shipment number/binding lot.

**Price per shipment number/binding lot**
tag in structure chart: 09.02
need level: Optional
repeatability: NA
subelements: Base price per shipment number/binding lot, Surcharges per shipment number/binding lot, Correction charges per shipment number/binding lot, Shipping/Handling charges per shipment number/binding lot
subelement of: Business terms
format: NA
permissible values: NA
examples: NA
explanation: Price elements of the binding service per shipment number/binding lot.

**Processing information**
tag in structure chart: 07
need level: Optional
repeatability: NA
subelements: Collation instructions, Special instructions, Library notes, Binder notes, Processing status code
subelement of: NA
format: NA
permissible values: NA
examples: NA
explanation: This group of data elements provides information about the binding process.

**Processing status code**
tag in structure chart: 07.05
need level: Optional
repeatability: Not repeatable
subelements: None
subelement of: Processing information
format: Codes
permissible values: r=received shipment; s=shipment sent; w=work in process
examples: w
explanation: Codes for the status of the shipment/work to be done.

**Product categories**
tag in structure chart: 05.04
need level: Optional
repeatability: NA
subelements: Type of binding, Description of materials, Number of items, Price category, Extra/special charges, Correction categories
subelement of: Shipping/lot/batch/job information
format: NA
permissible values: NA
examples: NA
explanation: Information about the binder products.

**Publication type**
tag in structure chart: 06.09.03
need level: Optional
repeatability: Not repeatable
subelements: None
subelement of: Codes
format: Code
permissible values: a=archival materials; m=monograph; n=newspaper; o=other publication type; p=periodical; s=serial; t=thesis/dissertation
examples: s
explanation: Defines the type of publication.
Purchase order number
tag in structure chart: 09.05
need level: Optional
repeatability: Not repeatable
subelements: None
subelement of: Business terms
format: Alphanumeric/String
permissible values: Undefined
examples: A1404
explanation: Library purchase order number.

Serial Item and Contribution Identifier (SICI)
tag in structure chart: 06.01.06
need level: Optional
repeatability: Not repeatable
subelements: None
subelement of: Item identification
format: Alphanumeric/String
permissible values: Undefined
examples: 1234-5678 (19910409) 27:17:A +
explanation: Unique serial item identification
number printed in eye-readable and barcode format on the cover of a serial item.

Shipment dates
tag in structure chart: 05.05
need level: Optional
repeatability: NA
subelements: Date of shipment, Expected shipment receipt date, Actual shipment receipt date, Shipper
subelement of: Shipment/lot/batch/job information
format: NA
permissible values: NA
examples: NA
explanation: This group of data elements provides shipment date information.

Shipment/lot/batch/job information
tag in structure chart: 05
need level: Optional
repeatability: Repeatable
subelements: None
subelement of: Shipment number/binding lot, Count information, Product categories, Shipment dates, Shipment status code
format: NA
permissible values: NA
examples: NA
explanation: This group of data elements provides information about the shipment, lot, batch and/or job.

Shipment number/binding lot
tag in structure chart: 05.01
need level: Optional
repeatability: Repeatable
subelements: None
subelement of: Shipment/lot/batch/job information
format: NA
permissible values: NA
examples: NA
explanation: This group of data elements provides information about the shipment, lot, batch and/or job.

Shipment status code
tag in structure chart: 05.06
need level: Optional
repeatability: NA
subelements: None
subelement of: Shipment/lot/batch/job information
format: Code
permissible values: d=damaged; n=not received; r=received; s=sent; o=other
examples: s
explanation: Status information.

Shipper
tag in structure chart: 05.05.04
need level: Optional
repeatability: Not repeatable
subelements: None
subelement of: Shipment dates
format: Alphanumeric/String
permissible values: Undefined
examples: Binder to library
explanation: Indication of where the shipment was initiated.

Shipping/handling charges per item
tag in structure chart: 09.01.04
need level: Optional
repeatability: Not repeatable
subelements: None
subelement of: Price per item
format: Numeric with two (2) digits following the decimal
permissible values: Undefined
examples: 15.00
explanation: Cost of shipping an item.

Shipping/handling charges per shipment number/binding lot
tag in structure chart: 09.02.04
need level: Optional
repeatability: Not repeatable
subelements: None
subelement of: Price per shipment number/binding lot
format: Numeric with two (2) digits following the decimal
permissible values: Undefined
examples: 515.00
explanation: Cost of shipping a binding lot.

Ship-to address
tag in structure chart: 02.02
need level: Optional
repeatability: NA
subelements: Address line, City, County or parish, State or province, ZIP or postal code, Country
subelement of: Customer address
format: NA
permissible values: NA
examples: NA
explanation: This group of data elements provides shipment information.

Special instructions
tag in structure chart: 07.02
need level: Optional
repeatability: Repeatable
subelements: None
subelement of: Processing information
format: Alphanumeric/String
permissible values: Undefined
examples: Note folded map at page 12; OK to bind incomplete; Make pocket for map
explanation: Variable information for a specific volume.

Spine shape
tag in structure chart: 08.03.06
need level: Optional
repeatability: Not repeatable
subelements: None
subelement of: Text block
format: Code
permissible values: f=flat back; r=rounded
ever examples: f; r
explanation: Indication of spine shape.

Standard Address Number (SAN)
tag in structure chart: 02.07, 04.05
need level: Optional
repeatability: Not repeatable
subelements: None
subelement of: Customer address, Binder address
format: Alphanumeric/String
permissible values: Undefined, seven digits with hyphen omitted
examples: 9999999
explanation: The SAN provides a unique code for each address served by the publishing industry.
R.R. Bowker is the SAN Maintenance Agency.

State or province
tag in structure chart: 02.01.04, 02.02.04, 02.03.04, 04.01.04
need level: Optional
repeatability: Not repeatable
subelements: None
subelement of: Pick-up address, Ship-to address, Bill-to address, Paper mail address
format: If U.S. state, use 2-character postal code. If Canadian province, use 3-character postal code.
format: Alphanumeric/String
permissible values: Standard postal code abbreviations (e.g., 2 character U.S. state postal code; 3 character Canadian province postal code); otherwise undefined if not in a country’s standard postal use.
examples: CA; NY; ONT
explanation: May be used for mailing address.

Surcharges per item
tag in structure chart: 09.01.02
need level: Optional
repeatability: Not repeatable
subelements: None
subelement of: Price per item
format: Numeric with two (2) digits following the decimal
permissible values: Undefined
examples: 15.00
explanation: Charge for special treatment such as repairing torn pages or for work in excess of a particular Price category.

Surcharges per shipment number/binding lot
tag in structure chart: 09.02.02
need level: Optional
repeatability: Not repeatable
subelements: None
subelement of: Price per shipment number/binding lot
format: Numeric with two (2) digits following the decimal
permissible values: Undefined
examples: 15.00
explanation: Charge for special treatment such as repairing torn pages or for work in excess of a particular Price category per shipment number/binding lot.

Table of contents instructions
tag in structure chart: 07.01.04
need level: Optional
repeatability: Not repeatable
subelements: None
subelement of: Collation instructions
format: Code
permissible values: b=back; f=front; n=none; r=remove; s=separate volume
examples: b
explanation: Where the table of contents is to be bound.

Telephone
tag in structure chart: 02.04, 04.02
need level: Optional
repeatability: Repeatable
subelements: None
subelement of: Customer address, Binder address
format: Numeric characters not separated by hyphens, spaces, parenthesis or periods
Text block

tag in structure chart: 08.03

need level: Optional

repeatability: NA

subelements: Trim, top; Trim, bottom; Trim, front;
Leaf attachment code; Notching; Spine shape;
Flush bottom

subelement of: Binding information

format: NA

permissible values: NA

examples: NA

explanation: How the physical pages of the volume are put together or trimmed.

Title

tag in structure chart: 06.03

need level: Required

repeatability: NA

subelements: Bibliographic title, Binder title/spine label, Library record/title identification number, Binder title identification number, Title record status code

subelement of: Items within shipments

format: NA

permissible values: NA

examples: NA

explanation: The title of a published work.

Title page instructions

tag in structure chart: 07.01.03

need level: Optional

repeatability: Not repeatable

subelements: None

subelement of: Collation instructions

format: Code

permissible values: b=back; f=front; n=none

examples: b

explanation: How the title page is to be treated by the binder.

Title record status code

tag in structure chart: 06.03.05

need level: Optional

repeatability: Not repeatable

subelements: None

subelement of: Title

format: Code

permissible values: e=existing; c=changed; n=new

examples: e

explanation: Code used by binder to reflect status of title.

Total number of bound items received by library

tag in structure chart: 05.03.06.07

need level: Optional

repeatability: Not repeatable

subelements: None

subelement of: Number of bound items received by library

format: Numeric

permissible values: Undefined

examples: 5; 493; 7351

explanation: Total number of bound items received by library.

Total number of bound items returned by binder

tag in structure chart: 05.03.05.07

need level: Optional

repeatability: Not repeatable

subelements: None

subelement of: Number of bound items returned by binder

format: Numeric

permissible values: Undefined

examples: 5; 493; 7351

explanation: Total number of bound items returned by binder.

Total number of corrections received by binder

tag in structure chart: 05.03.08.07

need level: Optional

repeatability: Not repeatable

subelements: None

subelement of: Number of corrections received by binder

format: Numeric

permissible values: Undefined

examples: 2; 549; 9273

explanation: Total number of corrections received by binder.

Total number of corrections received by library

tag in structure chart: 05.03.10.07

need level: Optional

repeatability: Not repeatable

subelements: None

subelement of: Number of corrections received by library

format: Numeric

permissible values: Undefined

examples: 2; 549; 9273

explanation: Total number of corrections received by library.

Total number of corrections returned by binder

tag in structure chart: 05.03.09.07
need level: Optional
repeatability: Not repeatable
subelements: None
subelement of: Number of corrections returned by binder
format: Numeric
permissible values: Undefined
examples: 2; 549; 9273
explanation: Total number of corrections returned by binder.

Total number of corrections returned by library
tag in structure chart: 05.03.07.07
need level: Optional
repeatability: Not repeatable
subelements: None
subelement of: Number of corrections returned by library
format: Numeric
permissible values: Undefined
examples: 2; 549; 9273
explanation: Total number of corrections returned by library.

Total number of items
tag in structure chart: 05.02.01
need level: Optional
repeatability: Not repeatable
subelements: None
subelement of: Count information
format: Numeric
permissible values: Undefined
examples: 85
explanation: Number of items included in a shipment.

Total number of items — details
tag in structure chart: 05.03.11
need level: Optional
repeatability: Repeatable
subelements: Total number of items sent by library, Total number of items received by binder, Total number of items returned by binder, Total number of items received by library, Number of cartons sent by library, Number of cartons received by binder, Number of cartons returned by binder, Number of cartons received by library
subelement of: Count information
format: NA
permissible values: NA
examples NA
explanation: Total number of corrections received by a library from the binder.

Total number of items received by binder
tag in structure chart: 05.03.11.02
need level: Optional
repeatability: Not repeatable
subelements: None
subelement of: Total number of items
format: Numeric
permissible values: Undefined
examples: 2; 549; 9273
explanation: Total number of items received by binder.

Total number of items received by library
tag in structure chart: 05.03.11.04
need level: Optional
repeatability: Not repeatable
subelements: None
subelement of: Total number of items
format: Numeric
permissible values: Undefined
examples: 2; 549; 9273
explanation: Total number of items received by library.

Total number of items returned by binder
tag in structure chart: 05.03.11.03
need level: Optional
repeatability: Not repeatable
subelements: None
subelement of: Total number of items
format: Numeric
permissible values: Undefined
examples: 2; 549; 9273
explanation: Total number of items returned by binder.

Total number of items sent by library
tag in structure chart: 05.03.11.01
need level: Optional
repeatability: Not repeatable
subelements: None
subelement of: Total number of items
format: Numeric
permissible values: Undefined
examples: 2; 549; 9273
explanation: Total number of items sent by library.

Total number of unbound items received by binder
tag in structure chart: 05.03.02.07
need level: Optional
repeatability: Not repeatable
subelements: None
subelement of: Number of unbound items received by binder
format: Numeric
permissible values: Undefined
examples: 5; 493; 7351
explanation: Total number of unbound items received by binder.
Total number of unbound items received by library
- Tag: 05.03.04.07
- Need level: Optional
- Repeatability: Not repeatable
- Subelements: None
- Subelement of: Number of unbound items received by library
- Format: Numeric
- Permissible values: Undefined
- Examples: 5; 493; 7351
- Explanation: Total number of unbound items received by library.

Total number of unbound items returned by binder
- Tag: 05.03.03.07
- Need level: Optional
- Repeatability: Not repeatable
- Subelements: None
- Subelement of: Number of unbound items returned by binder
- Format: Numeric
- Permissible values: Undefined
- Examples: 5; 493; 7351
- Explanation: Total number of unbound items returned by binder.

Total number of unbound items sent by library
- Tag: 05.03.01.07
- Need level: Optional
- Repeatability: Not repeatable
- Subelements: None
- Subelement of: Number of unbound items sent by library
- Format: Numeric
- Permissible values: Undefined
- Examples: 5; 493; 7351
- Explanation: Total number of unbound items sent by library.

Trim, bottom
- Tag: 08.03.02
- Need level: Optional
- Repeatability: Not repeatable
- Subelements: None
- Subelement of: Text block
- Format: Code
- Permissible values: n=none; y=yes; 1=1/16 (minimum); 2=2/16; 4=4/16; o=other
- Examples: y
- Explanation: Trim material from the bottom.

Trim, front
- Tag: 08.03.03
- Need level: Optional
- Repeatability: Not repeatable
- Subelements: None
- Subelement of: Text block
- Format: Code
- Permissible values: n=none; y=yes; 1=1/16 (minimum); 2=2/16; 4=4/16; o=other
- Examples: y
- Explanation: Trim material from the front.

Trim, top
- Tag: 08.03.01
- Need level: Optional
- Repeatability: Not repeatable
- Subelements: None
- Subelement of: Text block
- Format: Code
- Permissible values: n=none; y=yes; 1=1/16 (minimum); 2=2/16; 4=4/16; o=other
- Examples: y
- Explanation: Trim material from the top.

Type of binding
- Tag: 05.04.01
- Need level: Optional
- Repeatability: Not repeatable
- Subelements: None
- Subelement of: Product categories
- Format: Alphanumeric/String
- Permissible values: Undefined
- Examples: Economy
- Explanation: Binder product categories.

ZIP/postal code
- Tag: 02.01.05, 02.02.05, 02.03.05, 04.01.05
- Need level: Optional
- Repeatability: Not repeatable
- Subelements: None
- Subelement of: Pick-up address, Ship-to address, Bill-to address, Paper mail address
- Format: Alphanumeric/String, hyphens omitted, spaces preferred with British and Canadian postal codes
- Permissible values: Undefined
- Examples: 95630; 981411234; L3R 9T8; E1 6RU
- Explanation: ZIP code or other postal code used to address paper mail.