

MIL-STD-1160
8 September 1966

MILITARY STANDARD

SHEET SIZES AND HOLE-PUNCHING DATA FOR
FILLER PAPER AND FORMS BOUND IN RING, POST AND
PRONG BINDERS



FSC 7530

MIL-STD-1160

DEPARTMENT OF DEFENSE

WASHINGTON, D. C. 20301

SHEET SIZES AND HOLE-PUNCHING DATA FOR
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PRONG BINDERS

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1. This Military Standard is mandatory for use by all Departments and Agencies of the Department of Defense. ·
2. Recommended corrections, additions, or deletions should be addressed to U. S. Army Natick Laboratories, Natick, Massachusetts 01760.

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SHEET SIZES AND HOLE-PUNCHING DATA FOR
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1. SCOPE

1.1 Items.- This standard establishes sheet sizes and hole-punching criteria for filler papers and forms to be housed in standard looseleaf binders.

1.2 Purpose.- This standard is intended to discourage the design of special-size and hole-punched filler papers and non-standard forms that require special binders.

2. REFERENCED DOCUMENTS

2.1 The issue of the following document in effect on the date of invitation for bids forms a part of this standard to the extent specified herein:

FEDERAL SPECIFICATION

UU-P-320 - Paper, Looseleaf, Ruled and Blank

3. DEFINITIONS

3.1 Binders.- In this standard, binders are defined as covers equipped with rings, posts, or prongs for holding punched pages.

3.2 Sheet Size.- Sheet size represents the length and width of the paper, the number of punched holes, the diameter of the punched holes, and the center-to-center spacing between holes. In citing sheet size, the binding size is given first. All dimensions are in inches.

4. GENERAL REQUIREMENTS

Not applicable

5. DETAILED REQUIREMENTS

5.1 Sheet sizes.- The sheet sizes for ring, post, and prong binders shall be as listed in Table I.

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TABLE I.- Sheet Sizes

No.	Size of Sheet (Inches \pm 1/32 in)		Spacing Between Holes Center-to-Center (Inches \pm 1/32 in)				Hole Diameter (Inches \pm 1/32 in)	Suitable Binder Type
	Binding Side	Adjacent Side	2 Holes	3 Holes	4 Holes	6 Holes		
1	3	5		3/4			9/64	Ring
2	3-3/4	6-3/4		3/4			9/64	Ring
3	5	3	2-3/4				1/4	Ring
4	5	3				3/4	9/64	Ring
5	6-3/4	3-3/4		2-3/4			1/4	Ring
6	7-1/4	4-1/4		2-3/4			1/4	Ring
7	7-3/4	5		2-3/4			1/4	Ring
8	8-1/2	5-1/2		2-3/4			1/4	Ring
9	8-1/2	11	4-1/4				1/4	Prong
10	8-1/2	11		2-3/4			1/4	Ring
11	8-1/2	14	4-1/4				3/8	Post
12	8-1/2	14	4-1/4				1/4	Prong
13	9-1/2	6		3-1/2			1/4	Ring
14	9-1/2	12		3-1/2			1/4	Ring
15	10-1/2	8		4-1/4			3/8 ^v	Ring

TABLE I.- Sheet Sizes (Cont'd)

No.	Size of Sheet (Inches \pm 1/32 in)		Spacing Between Holes				Hole Diameter (Inches \pm 1/32 in)	Suitable Binder Type
	Binding Side	Adjacent Side	Center-to-Center (Inches \pm 1/32 in)	2 Holes	3 Holes	4 Holes		
16	11	8-1/2		3-1/2			3/8	Post
17	11	8-1/2	7				3/8	Post
18	11	8-1/2	8-1/2				1/4	Prong
19	11	8-1/2			3-1/2		1/4	Post
20	11	8-1/2			4-1/4		1/4	Ring
21	11	8-1/2				2-3/4	3/16	Post
22	11	14		4-1/4			1/4	Prong
23	11	14	7				3/8	Post
24	11	17	7				3/8	Post
25	11	17	8-1/2				1/4	Prong
26	11-1/4	9-1/2			3-3/8		5/16	Post
27	12	9-1/2			4-1/4		1/4	Ring
28	14	17	7				3/8	Post
29	14-1/4	20-1/4	5				3/8	Post
30	17	11	8-1/2				1/4	Prong
31	17	14	8-1/2				1/4	Prong

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5.2 Looseleaf paper.- The paper for ring binders in the sheet size specified in Table I shall conform to UU-P-320.

(Copies of specifications, standards, and drawings required by suppliers in connection with specific procurement functions should be obtained from the procurement activity or as directed by the contracting officer).

Custodians:

Army - GL
Navy - SA
Air Force - 69

Preparing activity:

Army - GL
Project No. 7510-0178