

# Save Your Publications and We'll Create a Hardbound Keepsake Volume

Included in your service with LPi is an annual hardbound volume of that year's bulletins or newsletters. **Follow these steps to take advantage of this keepsake offer:**

1. Each year, save two copies of each bulletin or newsletter. Send one copy to LPi for binding, and keep one copy for backup.
2. Prepare your issues in the order you want them to appear in the book:
  - Arrange chronologically.
  - Ensure all are facing the same direction.
  - Fold to 8 ½" x 11" (or regular finished size).

**NOTE: Your issues will be bound exactly as they are received.**

3. Ship your publications using a trackable courier (UPS, FedEx, or Priority Mail).
  - Do not use Media Mail or Book Rate — these loose publications do not qualify, and extra postage will apply.
4. Send your package no later than February 20, 2026, to:

LPi  
Attn: Hardbounds Department  
4560 East 71st Street  
Cuyahoga Heights, OH 44105

## Business Hours:

Monday–Friday 7:30 a.m. – 7:00 p.m. CT  
Saturday 8:00 a.m. – 1:00 p.m. CT

800-950-9952 x2200  
[www.4LPi.com](http://www.4LPi.com)

## Hardbound Books

Send your 2025 publications by February 20, 2026.  
Find more details at [4lpi.com/hardbound-books](http://4lpi.com/hardbound-books).

