PUSHING THE ENVELOPE
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largest envelope manufacturer in the middle east
premiere envelope solutions provider
specialist envelope manufacturer
largest envelope manufacturer in the middle east
specialist envelope manufacturer
Capital Envelopes LLC, based in Dubai, United Arab Emirates, is the premiere envelope solutions provider in the GCC and Middle East. An unrivalled product range combined with a significant production capacity makes it the largest envelope manufacturer in the region.

Capital Envelopes was set up in the mid ’70s as a general purpose printing press in Dubai. In the early ’90s the company added envelope manufacturing to its scope of operations and ultimately transformed itself into a specialist envelope manufacturer.

Today Capital Envelopes operates from its own 80,000 ft² premises with purpose built facilities, a staff strength of over 100 with a capacity of over 1 billion envelopes per annum.
the right product
every time at the right time
every time

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www.airmilesme.com
THE CAPITAL ADVANTAGE

Capital Envelopes offers a value and service proposition that sets a new benchmark for the industry in the region. It is a comprehensive envelope and speciality packaging solution delivered with the highest level of service, speed, quality, value and, most importantly, reliability. This is The Capital Advantage.

The Capital Advantage is based on a unique combination of our strengths:

- **A One-Stop-Shop.** Any envelope, any quantity, any size. From standard plain white envelopes to complex bespoke envelopes made to specific requirements.

- **Exclusively a specialist envelope manufacturer.** This allows Capital Envelopes to offer new levels of customisation and flexibility in its products and services.

- **Innovative & Creative mind set.** Capital Envelopes' willingness to push the edge of the envelope combined with technical expertise enables business partners to implement unique and striking designs for their communication requirements.

- **Superior supply chain management.** Capital Envelopes strategically manages its suppliers, to ensure consistent quality and supply.

- **Quality Paper & Raw Materials.** Capital Envelopes sources paper and raw materials from the leading suppliers to industry from around the world. This includes paper specifically designed for envelopes from Stora Enso and UPM, which facilitates the use of automatic insertion machines.

- **Strategically located in Dubai – logistics hub for the EMEA region and the Subcontinent.** This enables quick deliveries with short lead times to the Middle East, North Africa and the Subcontinent.

- **GCC Secretariat approved industry.** Capital Envelopes is an approved AGCC and Arab League manufacturer and thus its products can be imported into any AGCC or Arab League country, either duty free or with reduced import tariffs.
Sales & Marketing

Capital Envelopes’ clients are business partners and not merely customers.

Our success depends entirely on building long term relationships. Relationships that are built on demonstrated trust and integrity by working closely with business partners to understand, support, and fulfill their evolving needs.

The sales and marketing team is supported by the technical team in providing tailor-made solutions to fulfill your basic, special or sophisticated needs.

You can be assured of creative input and solutions based on our extensive knowledge of the envelope industry along with a commitment to quality and service. Our consistent and competitive pricing policy, coupled with quick response and on-time deliveries makes us the preferred envelopes provider.
bankers wallets BOPP over-wrapping
peel 'n' seal window
v-flap Paper Pouch® envelopes
pockets trapezoid flap
Products & Services Overview

Capital Envelopes produces a comprehensive range of envelopes and speciality packaging products, as well as offering a bespoke solutions service.

Products

- **Paper Pouch®**
  *Paper Pouch®* is our brand for a wide range of retail products. This range is discussed in the following pages in terms of both “Envelope Style” and “Envelope Use & Application” to give a comprehensive and insightful view of our envelope varieties.

- **Bespoke & Speciality Envelopes**
  Capital Envelopes can customise its entire range of envelopes to bespoke solutions that are tailor-made to suit customers’ needs.

- **Tyvek®**
  Capital Envelopes is the exclusive converter in the lower Gulf for *Tyvek® Envelopes and Products.*

Services

Capital Envelopes also offers a *bespoke envelope and speciality packaging solutions service.* As a part of this service we work with our business partners and their suppliers to develop and deliver a total solution to implement and fulfill their communication packaging needs.
Envelope Styles

Capital Envelope’s comprehensive range of Paper Pouch® brand envelopes covers all 3 styles of envelopes: Bankers, Wallets and Pockets, which are all based on rectangular shaped designs.

Virtually the entire range of Paper Pouch® envelopes is available with modifications and variations, including:

• Variations on Banker, Wallet and Pocket styles, including modified top (seal) flap shapes and square shaped envelopes
• An extensive range of standard and non-standard sizes
• A range of paper types, weights and colours
• With or without Window patches
• Gumming options of standard remoistenable gum or Peel ‘n’ Seal strips
• Printing both inside and outside the envelope by standard flexography or off-set printing
• Packaging options of BOPP over-wrapping or shrink wrapping as well as packing quantities.

For Paper Pouch® standard stock range, detailed envelope specifications and standard packing quantities please refer to the Capital Envelopes Product Catalogue.
**Envelope Styles**

**Paper Pouch® Bankers**

Bankers are ‘open side’ envelopes that open along the long side. They have ‘V’ shaped top, side and bottom flaps and diagonal side seams. Our range of Bankers starts with a minimum size of 75 x 110 mm up to a maximum size of 190 x 250 mm.

Some common Banker designs are shown below.

- Banker Envelope
- Tuck Flap Banker Envelope
- Diamond Flap Banker Envelope

**Paper Pouch® Wallets**

Wallets are also ‘open side’ envelopes, opening along the long side. However, they have a shorter, squarer top flap and straight side and bottom flaps and side seams. Our range of Wallets includes a minimum size of 76 x 162 mm up to maximum size of 190 x 294 mm.

Some common Wallet designs are shown below.

- Straight Flap Wallet (Shown in Security Cut design with Window & Peel ‘n’ Seal)
- V-Flap Wallet (Shown in Easy Access design with Window)
- Curved Flap Wallet (Shown in Autofill design with Window)
- Trapezoid Flap Wallet (Shown with Window)

**Paper Pouch® Pockets**

Pockets are ‘open end’ envelopes, they open along the short side. They have straight top, side and bottom flaps with the seam in the centre or on the side. Our range of Pockets includes a minimum size of 25 x 40 mm up to maximum size of 370 x 450 mm.

Some common Pocket designs are shown below.

- Pocket - Centre Seam (Shown with window)
- Pocket - Side Seam (Shown with Peel ‘n’ Seal)
- Pocket - Centre Seam (Shown in Kraft paper)
Envelope Use & Application

The Paper Pouch® range of envelopes covers a wide variety of commercial, office and personal uses and applications. The style of envelope, Banker, Wallet or Pocket, used depends a great deal on the particular demands of the application.

Often times more than one style of envelope can be used for a particular purpose.

Commercial Uses & Applications
Wallet envelopes have wide application in this segment especially for mailing brochures, annual reports and other multi-page documents. Direct mail applications widely utilise Banker envelopes. For catalogues, magazines and other heavier weight materials the Pocket style is commonly used.

Office Uses & Applications
Both Bankers and Wallets have applications in this area for a variety of uses including office stationery matching envelopes, invoice and pay cheque mailing. Window envelopes are widely used as these eliminate the need to print the address on the envelope. Pockets are used quite widely for mailing insurance policies, reports and legal documents.

Envelopes for use on Automatic Insertion Machines
This is a specialist application which is characterised by high volumes of mail. Envelopes are usually Wallets, but can also be Banker or Pocket style, and are characterised by their need to meet various technical specifications including throat design, flap size, and paper porosity.

Personal, Greeting Card & Announcement Envelopes
These are generally Banker or Wallet style envelopes available in a range of sizes, colours and papers.

Air Mail Envelopes
These can be Wallet, Banker or Pocket style and are available in a range of sizes and designs. They are usually made from lightweight paper to keep postage costs down.

Advertising and Speciality Applications
For visual impact square shaped envelopes are sometimes used for advertising and speciality applications, in a range of striking colours, paper types and sizes.
cutlery envelopes

security cut envelopes

card pouches

easy access envelopes

bespoke envelopes

card pouches
Bespoke & Speciality Products

Bespoke Envelopes
Capital Envelopes’ entire Paper Pouch® range can be produced to bespoke specifications.

Speciality Products
Capital Envelopes’ current speciality products range includes:

Paper Pouch® Security Cut Envelopes
These envelopes are designed for security and confidentiality. They feature a perforation, where the top and bottom flaps meet to form the seal, which is designed to tear when the envelope is opened. Furthermore, the envelope is printed on the inside adding to the paper’s opaqueness and making it difficult to read the enclosed documents through the paper.

Paper Pouch® Easy Access Envelopes
These envelopes make the letter opener an anachronism in the modern day work space. The design incorporates a perforated strip along the height of the face which can be peeled to allow easy access to the contents. They offer all the strength and benefits of regular designs with the added advantage of Easy Access.

Paper Pouch® Cutlery Envelopes
These are Pocket style envelopes with a modified tuck flap design. Made to customised sizes, these envelopes are ideal for the catering and airline industries.
water resistant
flexible and lightweight
Anti-static, non-abrasive and non-linting
distinctive looks
tear, burst, and puncture resistant
Tyvek® is the DuPont™ brand name for spun-bonded olefin. Tyvek® sheets combine the best properties of paper, film and fabric. This unique combination of properties makes Tyvek® perfect for the envelope and packaging industry.

Tyvek® has established a new category in the industry: The High Performance Envelope.

**Tamper Evident Envelopes, Card Pouches & CD Sleeves**
The performance of these products has been taken to a new level through the use of Tyvek® material instead of paper.

There are numerous advantages to Tyvek® envelopes and speciality products:

- **Tear-Burst-and Puncture-resistant.** They are incredibly strong and practically indestructible giving unmatched protection.
- **Water-and moisture-resistant.** An added dimension of protection and perfect for archiving and storage.
- **Flexible and lightweight** with an outstanding strength-to-weight ratio. Typically 2 to 3 times lighter than paper envelopes and boxes, yet considerably stronger making shipments lighter and significantly reducing mailing and shipping costs.
- **Distinctive looks.** Bright white look and silky smooth feel which enhances graphic images and corporate logos.
- **Anti-static, non-abrasive and non-linting** making it an excellent material for specialised applications aimed at optical and magnetized media.
- **100% Recyclable.** Tyvek® is made from 100% High Density Polyethylene (HDPE) Fibres, an environmentally responsible material, which can be recycled into other useful materials.

*DuPont™ makes the Tyvek® brand protective material; Tyvek® envelopes themselves are manufactured by independent firms that convert this unique, high-performance material into a vast array of styles and sizes.

**Capital Envelopes has been appointed exclusive converter of Tyvek® envelopes for the lower Gulf region.**
the high performance envelope
strong & virtually indestructible
flexible and lightweight 100% recyclable
virtually indestructible
Tyvek® envelopes and speciality products give high performance protection, image and feel and thanks to their durability and strength, cost savings in the long run.

**Tyvek® High Performance Envelopes**
Tyvek® envelopes are practically indestructible. They offer unsurpassed protection for all your important, confidential, heavy or bulky documents and ensure they arrive safely and in perfect condition.

They are available in a number of styles and sizes, usually with peel ’n’ seal strips, with or without window patches and if needed complying to automatic insertions application requirements.

**Tyvek® Tamper Evident Security Envelopes**
Tamper Evident envelopes offer the ultimate level of security and confidentiality featuring a special security peel ’n’ seal strip. Once a sealed envelope is opened and the tamper-evident seal broken, the word ‘OPENED’ appears in the flap window, letting the receiver know that the envelope has been opened and confidentiality lost. The tamper evident seal is a deterrent to ensure mail confidentiality. They are available in various designs and sizes, all featuring peel ’n’ seal security strips.

**ATM, Credit Card & Smart Card Pouches**
Tyvek® card pouches act like long-lasting wallet billboards. They protect magnetic-striped cards from the damage and scratches of daily use. They offer a high-impact, low-cost promotional vehicle and are available with customised graphics in a variety of styles and sizes.

**CD and DVD Sleeves**
Nothing protects discs like Tyvek® sleeves. Unlike paper and SBS board, Tyvek® disc sleeves resist tears, water and chemicals. In fact, independent performance tests designed to simulate extreme shipping, use and storage conditions proved that Tyvek® sleeves protected ROM and recordable discs better than alternative packaging systems – and were equally protective as costly jewel boxes†.

They are available with customised graphics in a variety of styles and sizes.

*For more information on Tyvek® please visit www.envelopes.tyvek.lu
†For more information on test results please visit www.discpackaging.tyvek.com
quick and efficient over 2.5 million envelopes a day
over one billion envelopes per annum
high quality, high speed and versatile
over 2.5 million envelopes a day
over one billion per annum
Manufacturing Capabilities

In 2007 Capital Envelopes shifted to its own 80,000 ft² premises with purpose built facilities of 35,000 ft², which allow operations to be closely monitored and managed, and consistently ensure the highest levels of quality.

Our state-of-the-art production capability is extensive, flexible and efficient. The Plant and machinery have been strategically selected from the leading suppliers to the industry, Winkler+Dünnebier AG and F.L. Smithe Machine Company, Inc.

Fully automated machinery includes both reel-fed and blank-fed envelope machines offering high-speeds and economies for long runs and quick turnarounds and versatility for shorter runs.

Together with ancillary equipment the production capability includes not only standard envelopes with flexographic printing but also complex requirements such as multi-colour offset printing, windows, peel ‘n’ seal strips and tamper evident seals for security envelopes to name but a few. Many of these variations can be accomplished on-line, giving efficiency and economy benefits.

Production capacity is significant and stands in excess of 2.5 million envelopes a day and over 1 billion envelopes per annum.

Capital Envelopes’ manufacturing operations are designed to handle all styles of envelopes and any size of run quickly, efficiently and at the lowest cost possible.
Capital Envelopes has established strategic alliances with key envelope manufacturers, including the largest producer of envelopes in Europe, as well as the leading European speciality packaging products producer.

These strategic alliances ensure that our business partners’ needs are fulfilled efficiently, no matter what the design requirements.