

## Laser Chart ID label set-up in MS Word:

Tools →

Letters and Mailings →

Envelopes and Labels →

Options →

New Label →

Top Margin	.56"	Label Height	1.38"
Side Margin	.31"	Label Width	5.13"
Vertical Pitch	1.5"	Number Across	2
Horizontal Pitch	5.25"	Number Down	5
Paper Size	Letter Landscape (11 x 8 ½ in)		