

How wide of a margin is necessary for spiral binding?

I am putting together a cookbook for myself using Microsoft Word and plan on having it spiral bound at Kinkos or Staples or someplace like that. However, I am not sure how wide of a margin to leave. Also, if I make it half-sized (meaning two pages printed on one page and then cut apart). How wide of a space should I leave between columns so that the "pages" that are actually the right half of each page end up being bound correctly?

Most comb-binding machines cut 1/8" in, and are 1/8" wide in the cut area. I give them 1.25 inches, to give them room and still have a 1 inch margin of space between the binding and text. You'll need that much space for the center 'whitespace' between your columns, if you are going to cut them apart, PLUS whatever you want left to the right of the left-most pages (their right-hand margin), since that will be butting up against the left edges of the other half of the pages, once cut.

If, for example, you want 1 inch margins all the way around, give 1.25 inches of white space on the left side (where the binding is going), 2.25 inches white space in the center (between the pages -- 1.25 for their binding, plus 1 inch more), and 1 inch at the far right side.