## Just Envelopes

## Envelope Size Guide

## How do you know what size envelope is right for your piece of paper?

The following diagrams illustrate some common envelope sizes in comparison with the size of a sheet of A4 paper.


This is a C4 $(324 \times 229 \mathrm{~mm})$ size envelope, one of the most common envelopes. It can hold a sheet of unfolded A4 paper.


This is a C5 (229x162mm) size envelope. It can hold a piece of A4 paper folded in half once or a piece of unfolded A5.


This is a C6 (114×162mm) size envelope. It can hold a piece of A4 paper folded into quarters, an A5 piece of paper folded in half once or a piece of unfolded A6.


This is a DL (110x220mm) size envelope. It can hold a A4 piece of paper folded into thirds or an A5 piece of paper folded once, this style of envelope is most commonly used in business.

## C-Series Envelopes

A certain set of envelope sizes in common use are called the C -series and designated $\mathrm{C} 4, \mathrm{C} 3$, etc. These are defined from ISO 216 and are the geometrical mean of the $A$ and $B$ size envelopes; therefore C 4 is bigger than A4, but smaller than B4.

The table below shows the size of C-series envelopes, along with the dimensions of them in both millimetres and inches:

| Format |  |  |
| :---: | :---: | :---: |
| C10 | $28 \times 40$ | $1.1 \times 1.6$ |
| C9 | $40 \times 57$ | $1.6 \times 2.2$ |
| C8 | $57 \times 81$ | $2.2 \times 3.2$ |
| C7 | $81 \times 114$ | $3.2 \times 4.5$ |
| C7/C6 | $81 \times 162$ | $3.2 \times 6.4$ |
| C6 | $114 \times 162$ | $4.5 \times 6.4$ |
| C6/C5 | $114 \times 229$ | $4.5 \times 9.0$ |
| C5 | $162 \times 229$ | $6.4 \times 9.0$ |
| C4 | $229 \times 324$ | $9.0 \times 12.8$ |
| C3 | $324 \times 458$ | $12.8 \times 18.0$ |
| C2 | $458 \times 648$ | $18.0 \times 25.5$ |
| C1 | $648 \times 917$ | $25.5 \times 36.1$ |
| C0 | $917 \times 1297$ | $36.1 \times 51.5$ |

