

Guidelines for RFID Tag Placement by Item Format

For all formats - metallic print or packaging will interfere with the tag. Alternate positions will need to be considered for these items.

Books

1. Place the tag inside the back cover of the book, ¼ inch from the spine crease.
2. Alternate where you place the tag in incremental positions between the bottom, middle, and top near the spine.
3. Do not put tags in the crease or they will bend and not work anymore.

DVDs, Audiobooks, Playaways, Games, Blu-Rays:

1. Place the tag inside the back of the paper insert/cover art, ¼ inch away from any part that bends when the case opens and closes.
2. Always place in the lower left of the back of the insert to prevent the metal disc from interfering with the tag being read.
3. Do **not** stagger the tags as you do in books.

CDs:

1. Remove the disc from the case.
2. Remove the disc bed from the case.
3. Place the tag on the reverse side of the insert/cover art, lower left corner near the spine.
 - a. Place the tag on the outside back cover, lower corner near the spine on the flexible CD cases or cardboard cases **that do not have inserts**.
4. Do **not** stagger the tags as you do in books.
5. Place the disc bed and disc back in the case.

Board Books:

1. Place the tag on the back of the books without covering text, the ISBN, or significant artwork when possible.
2. Do not place the tag on the cover crease.
3. Place clear tape or Demco label protector over the tag to prevent loss from peeling

Magazines:

1. Place the tag on the inside of the back cover, not covering any significant text or photographs/artwork.
2. Alternate where you place the tag in incremental positions between the bottom, middle, and top near the spine.