SAFE MARGIN: Your file needs to include a 0.125-.25" safe margin necessary for production. Safe margin is the area around the edge of the sheet. If the safe margin is not included in document setup, there is a chance that the art close to the edge will get cut off, due to machine shift during cutting. This happens because there is a tolerance when cutting the printed piece.

**CUT LINE (FINISHED SIZE):** This is where your artwork will be trimmed.

BLEED: Your file needs to include a 0.125" bleed necessary for production. Bleed is printing that goes beyond the edge of the sheet after trimming. If a bleed is not included in document setup, there is a good chance there will be a gap between the edge of the printed area and the cut line. This happens because there is a tolerance when cutting the printed piece.

FOLD LOCATIONS: For Your Reference Only Not required will be generated with this file output

Outside Fold In Page (dipslayed inside as Right Page)

Tri-Fold 25.5"x 11" Portrait 6 Pages

Flat Size: 11" W x 25.5" H

Your Submitted/Output File One Single Multipage - (6) Pages Each Page 11.25"x 8.75" (includes the .125" bleed) OR Single Two Page File Each Page Size 25.75"x11.25"

No Registration Marks No Bleed or Trim Marks

**No Color Bars** 



Outside BACK Cover (dipslayed inside as Bottom inside Page)

Outside FRONT Cover



SAFE MARGIN: Your file needs to include a 0.125-.25" safe margin necessary for production. Safe margin is the area around the edge of the sheet. If the safe margin is not included in document setup, there is a chance that the art close to the edge will get cut off, due to machine shift during cutting. This happens because there is a tolerance when cutting the printed piece. **CUT LINE (FINISHED SIZE):** This is where your artwork will be trimmed. BLEED: Your file needs to include a 0.125" bleed necessary for production. Bleed is printing that goes beyond the edge of the sheet after trimming. If a bleed is not included in document setup, there is a good chance there will be a gap between the edge of the printed area and the cut line. This happens because there is a tolerance when cutting the printed piece. FOLD LOCATIONS: For Your Referenece Only Not required will be generated with this file output Inside Left Page

Tri-Fold 25.5"x 11" Portrait 6 Pages

Flat Size: 11" W x 25.5" H

Your Submitted/Output File One Single Multipage - (6) Pages Each Page 11.25"x 8.75" (includes the .125" bleed) OR

Single Two Page File Each Page Size 25.75"x11.25"

No Registration Marks No Bleed or Trim Marks No Color Bars



Inside Middle Page

Inside Right Page

