Return Address Area

Cannot Exceed this Red Box Area

AREA MUST REMAIN CLEAR

area for mailing address only

No Other Numbers, Logos or Markings
Can Be in this Gray Area

ARTWORK WITH BORDERS

Minimum border thickness must be 1/4 (0.25") thick plus the 1/8 (0.125") bleed for correct print ready artwork. Total border size from the bleed line is 3/8 (0.375"). Border example on the left.

bleed

Artwork that reaches the cutline needs to extend to the edge of the **red line.**

cut line

This is where your artwork will be trimmed.
(Finished size ordered)

safety

All text must be kept within the **blue line**

8.5" x 11" Bi Fold Portrait
Print Ready File Size 11.25"x8.75" (Bleed)

8.5" x 11" Half Fold
(Outside Front)

← **score**

8.5" x 11" Half Fold
(Outside Back)

Back Cover Panel 5.5" Width x 8.5" Height

Front Cover Panel 5.5" Width x 8.5" Height

Please delete this guideline before submitting your design to print.

ARTWORK WITH BORDERS

Minimum border thickness must be 1/4 (0.25") thick plus the 1/8 (0.125") bleed for correct print ready artwork. Total border size from the bleed line is 3/8 (0.375"). Border example on the left.

bleed

Artwork that reaches the cutline needs to extend to the edge of the **red line.**

cut line

This is where your artwork will be trimmed.
(Finished size ordered)

safety

All text must be kept within the **blue line**

8.5" x 11" Half Fold
(Inside Front)

← **score**

8.5" x 11" Half Fold
(Inside Back)

Please delete this guideline before submitting your design to print.