

Return Address
Name
Company
Address City, ST Zip

AREA MUST REMAIN CLEAR

area for mailing address only

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)*

*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.

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*8.5" x 11" Half Fold
(Inside Front)*

*8.5" x 11" Half Fold
(Inside Back)*

← **score**

Please delete this guideline before submitting your design to print.