



**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 14" Letter-Fold  
(Inside Panel)*

 **score**

*8.5" x 14" Letter-Fold  
(Outside Back)*

 **score**


*8.5" x 14" Letter-Fold  
(Outside Front)*

Please delete this guideline before submitting your design to print.

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*8.5" x 14" Letter-Fold  
(Inside Left)*

 **score**

*8.5" x 14" Letter-Fold  
(Inside Center)*

 **score**

*8.5" x 14" Letter-Fold  
(Inside Right)*

Please delete this guideline before submitting your design to print.