

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 outline 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**

Text Safety for a Booklet under 32 pages is 0.25" (1/4") from the outline.

0.25"
(1/4")

12" x 12" Booklet 32 Pages and Under

Please delete this guideline before submitting your design to print.

Front Cover

Inside Front Cover

Inside Back Cover

area for return address
return address required
return address required

keep clear
for the
indicia

area for mailing address only

3.625"

AREA MUST REMAIN CLEAR

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12" x 12" Booklet