

## 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**

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

0.25"  
(1/4")

## *8.5" x 11" 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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