

**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" Letter-Fold  
(Inside Panel)*

*8.5" x 11" Letter-Fold  
(Outside Back)*

*8.5" x 11" Letter-Fold  
(Outside Front)*

 **score**

 **score**

Please delete this guideline before submitting your design to print.

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*8.5" x 11" Letter-Fold  
(Inside Left)*

*8.5" x 11" Letter-Fold  
(Inside Center)*

*8.5" x 11" Letter-Fold  
(Inside Right)*

 **score**

 **score**

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