

**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.

11" x 17" Letter-Fold  
(Inside Panel)

area for return address  
return address required  
return address required

keep clear  
for the  
indicia

11" x 17" Letter-Fold  
(Outside Back)

3.75"

keep this whole area clear for  
mailing address only

.625"

keep this postal marking area clear  
5/8" minimum for barcode

11" x 17" Letter-Fold  
(Outside Front)

**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

Please delete this guideline before submitting your design to print.

**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**

*11" x 17" Letter-Fold  
(Inside Left)*

← **score**

*11" x 17" Letter-Fold  
(Inside Center)*

← **score**

*11" x 17" Letter-Fold  
(Inside Right)*

Please delete this guideline before submitting your design to print.