


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*

Front Cover

Inside Front Cover

Inside Back Cover

Presorted
Standard
US Postage
PAID
Oakland, CA
Permit #2319

area for mailing address only

3.625"

AREA MUST REMAIN CLEAR

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*8.5" x 11" Booklet (32 Pages and Under)
Standard Mailing*

Back Page

Please delete this guideline before submitting your design to print.