

keep clear  
for the  
indicia

area for return address  
return address required  
return address required

3.75"

keep this whole area clear for  
mailing address only

.625"

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

*(Outside Back)*

*11" x 17" Half Fold  
(Outside Front)*

← score

### 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**

#### 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 right.

Please delete this guideline before submitting your design to print.

*(Inside Front)*

*11" x 17" Half Fold  
(Inside Back)*

← **score**

**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**

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