

## 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.

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

area for return address  
return address required  
return address required

keep clear  
for the  
indicia

3.75"

keep this whole area clear for  
mailing address only

.625"

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

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

8.5" x 11" 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**

← 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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