



FRONT

Trim size (Black Box): 8.5"x11"

Artwork size (Red Box): 8.75"x11.75"

The file you submit should be 8.75"x11.75"

Keep your text inside of the dashed line area
so that it will not get cut off!

The red area is the bleed. Extend pictures or backgrounds to the edge of the bleed!
See how the green shape overlaps the red area?

8.5"

8.75"

Leave This Blank For Addressing And Postage

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BACK (addressing side)

Trim size (Black Box): 8.5"x11"

11.75" Artwork size (Red Box): 8.75"x11.75"

The file you submit should be 8.75"x11.75"

**Keep your text inside of the dashed line area
so that it will not get cut off!**

**The red area is the bleed. Extend pictures or backgrounds to the edge of the bleed!
See how the green shape overlaps the red area?**

8.5"

8.75"