# PRINTING & MAIL

### GREEN LINE IS THE CONTENT BOUNDARY

Content such as images & text that are not getting cut must be inside this Green Line.

#### **RED LINE IS THE CUT LINE** This is where the finished product will be cut.

BLACK LINE IS THE BLEED LINE Background and Images that bleed off must extend to this line.

BORDER: If you want a border surrounding the edge of your content, a minimim of 0.25 inch thick border must be at least 3/8" from the BLEED line.

#### DO:

- Edit & Save your file in CMYK
- Outline text in the file before saving (select all layers, click "Type" in the menu, select "Create Outlines")
- Save your file with Press Quality and PDF/X-1a
- Delete the artwork guideline group layer before saving

### DON'T:

- Flatten your layers or image before saving
- Add additional bleed or print/crop marks to your files
- Save as a multiple page PDF

## Finished Size - 3,5" x 5" With Bleed - 3.75" x 5.25"