SINGLE-SHEET DESIGN

FOR MULTIPLE SHEETS, PLEASE CREATE INDIVIDUAL 5.5X8.5 PAGES

BROCHURE-HALF-FOLD-TO-8.5×5.5

GREEN = SAFE ZONE
All non-bleed content must stay inside the safe zone. (0.375")

YELLOW = CUT LINE.

RED = BLEED.
All "off-the-edge" content must extend out to the bleed line.

OUTSIDE BACK
OR
INSIDE LEFT

MAKE YOUR PAGE SIZE 11.5 × 9"
Use the entire template image at this size <<

OUTSIDE FRONT
OR
INSIDE RIGHT

INSTRUCTIONS ↓

Our templates already include bleed and crop marks.
Do not use your app's bleed or cropmarks.

1. Make your page size the size of the template. (It will be 1/2" larger in both directions than your final design size.)
2. Place the template on your page. Do not resize!
3. Place all print elements above the template.
   — Ensure **all bleed elements** (e.g. background) **reach all the way to the red "bleed" line.**
   — Ensure **all non-bleed elements** (text, borders[!], logos etc.) remain **INSIDE** the green "safe zone" line.
4. Delete/hide the template ... or if your design covers everything inside the red bleed line, you can leave the template to show crop marks.
5. Save your work as PDF. Send us the PDF.

Done! :)