OUTSIDE BACK
OR INSIDE LEFT

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.

**MAKE YOUR
PAGE SIZE
11.5" × 18"
Use the entire template image at this size <<**

OUTSIDE FRONT (COVER)
OR INSIDE RIGHT

HALF-FOLD BROCHURE-17-INCH

FOLDS TO 8.5×11 (STANDARD LETTERSIZE)

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! :)