## **SAFE ZONE:**

All critical elements (text, images, graphics, logos, etc.) must be kept inside the blue box.

Keep all elements away from the blue line (Safe Zone).

### **TRIMMING ZONE:**

Please allow a cutting tolerance all around. We do not recommend having borders due to shifting in the cutting process, which may cause borders to appear uneven.



### •••• BLEED ZONE:

Make sure to extend the background images or colors all the way to the edge of the black outline.

## **—** FRONT IMAGE AREA:

Make sure to extend the front design or background color is all the way to the edge of the solid black line.

## ···· FOLD LINE

# — NO INK ZONE (GLUE ZONE)

### **IMPORTANT**

Please send files without our colored guidlines. All text should be converted to outline.

Final Size: 4.125 inches x 9.5 inches Flat Size with Bleed: 9.36 inches x 11.50 inches