

Bleed Area .125" minimum

Safe Margin Area .25" minimum

Design Area

1. Open your Adobe design program
 2. Open this PDF
 3. Design mailer keeping non-bleed items within this Design Area.
Extend any bleed items .125" beyond Trim Size.
 4. Delete this layer before saving as a PDF. Upload to expresscopy.com
- ***For assistance please call 800.260.5887

Bi-Fold Mailer 11" x 8.5"

Bleed Size: 11.25" x 8.75" ● →

Trim Size: 11" x 8.5" ○ →

Design Area: 10.5" x 8" ○ →

Indicia:
1.875" x 1.375"

This area must remain blank. Keep completely clear of all text, graphics or color.

Address and Bar Code Area:
4.125" x 3.125"

This area must remain blank
Keep completely clear of all text, graphics or color.

Design Area

Outside Front

Keep all text and graphics within dotted line area to avoid going into fold unless your design is intended to do so

Tab Seal

Tab Seal

Outside Back

Keep all text and graphics within dotted line area to avoid going into fold unless your design is intended to do so

OCR Area

You may include graphics and text in this area, but do not leave any addresses that postal readers might mistake for the delivery address.

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Tab Seal

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