

Safe Zone

Trim Line

Bleed

**Safe Zone:** You should always keep your text and important images within this area.

**Trim Line:** This is where your piece will be cut by the guillotine.

**Bleed:** If your brochure has ink that goes to the edge of the sheet you must extend your artwork to fill the red bounding box labeled bleed to ensure a clean cut.

Anything you place in the bleed area is considered extra, and will be cut off to ensure your piece isn't left with a white edge along the side of the sheet.

Score & Fold Line

# 8.5" x 11" Half Fold Brochure



**Don't forget to delete this layer.**

If you don't delete this layer it could accidentally be printed.

5.5"

5.5"

back cover

front cover