

← 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

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8.5" x 11" Z-Fold Brochure

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

inside back cover

center panel

front cover