

# Don't forget to delete this layer.

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

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.

back cover

inside right pocket

9" x 12"



Pocket Folder

12"

front cover

9"

inside left pocket

4"