

Anything left outside of the blue box may be cut off during trimming



For assistance in using this template please call us at 970.797.2012



**Margin**  
Keep all text and images within this line.



**Document Edge**  
Nothing should go past this point if there is no bleed.



**Bleed**  
Extend your background color and image all the way to this edge if you want the colors and images to go to the edge of your document.

**IMPORTANT**  
Please send all artwork as a pdf file without the blue, green, and red outlines.

Document size with bleeds is 8.75"x11.25"  
Finished size is 8.5"x11"