

The dotted line designates the area that will display through the window of the envelope.



An Image can be placed here instead of our system-generated return address.
Create as a separate image file sized to 2.09" x 0.71"

PERMIT GOES HERE

This white box shows the placement of the required USPS address elements. Do not build this box into your card design. They will automatically overlay on top of your artwork once printed.

FOLD LINE

8.5" x 11" Trifold Letter, Address No Return Address

Image Size: 8.625" x 11.125"

LIVE AREA
Place all important images and text in this area

SAFE ZONE
Text and images in this area are **AT RISK** of being cut off

BLEED
Text and images in this area **WILL BE CUT** off. Anything intended to print to the edge should be extended into this area.

OPEN OR IMPORT TEMPLATE FILES AT 300 DPI

DELETE THIS LAYER!

You must delete this layer or it may be printed in your finished product. We will not be responsible for reprinting your job if this layer is included in your file or if your file is not set up with the proper bleeds/safe zones.

FOLD LINE

8.5" x 11" Trifold Letter, Inside

Image Size: 8.625" x 11.125"



LIVE AREA

Place all important images and text in this area



SAFE ZONE

Text and images in this area are AT RISK of being cut off



BLEED

Text and images in this area WILL BE CUT off.
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FOLD LINE

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