SAFETY ZONE (.125 inch)

DO NOT place important text or images beyond the dotted area to prevent trimming.

TRIM

This is the actual cut of the final design.

BLEED (.125 inch)

Extend your artwork to the edge of this template if you want your design to extend to the edge of the final print. We require a 1/8 inch (.125) bleed.

PRINT TEMPLATE

Size 9 in. x 6 in. (WxH)

RUSHPRINTNYC.COM

DIRECT MAIL 6 x 9 ENVELOPE PRINT TEMPLATE

FRONT - ADDRESS SIDE

SENDING FILE CHECKLIST

When Sending Artwork.

- ☐ Fonts have been outlined
- ☐ All images are high quality embedded in the file
- ☐ Saving pdf Select - (Marks and Bleeds)
- ☐ Then click - (Trim Marks)
- ☐ Then click - (Use Document Bleed Settings - .125in)

MAILING AREA

Keep this area white and clear of artwork.
Postage and addressing are added here.

POSTAGE
AREA

ADDRESS AREA

Recipient address and barcode

WARNING: IMAGES AND TEXT INSIDE THE YELLOW AREA WILL BE TOO CLOSE TO THE TRIM LINE AND MIGHT GET TRIMMED OFF

WARNING: IMAGES AND TEXTS IN THIS SHADED AREA WILL BE TRIMMED

SAFETY ZONE (.125 inch)

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TRIM

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RUSHPRINTNYC.COM

DIRECT MAIL 6 x 9 ENVELOPE PRINT TEMPLATE

BACK - FLAP SIDE

SENDING FILE CHECKLIST

When Sending Artwork.

- ☐ Fonts have been outlined
- ☐ All images are high quality embedded in the file
- ☐ Saving pdf Select - (Marks and Bleeds)
- ☐ Then click - (Trim Marks)
- ☐ Then click - (Use Document Bleed Settings - .125in)

PRINT TEMPLATE

Size 9 in. x 6 in. (WxH)

WARNING: IMAGES AND TEXT INSIDE THE YELLOW AREA WILL BE TOO CLOSE TO THE TRIM LINE AND MIGHT GET TRIMMED OFF

WARNING: IMAGES AND TEXTS IN THIS SHADED AREA WILL BE TRIMMED