

## **Artwork Guidelines**

To ensure timely processing of art please check to make sure all art follows the directions on this Guides Layer. Any art submitted that is incorrect will be sent back to be corrected.

*All artwork, including text & images, must be on the Artwork Layer.*

*All Variables must be on Variable Layer indicated with < >  
(Example: <First Name*

**Bleed Area:**  
Extend all art to the green bleed line (.125" from die line)

**Art Settings:**  
All art, including text & images must be in CMYK & 300dpi

**Safety Area:**  
Do not place any text past blue line or in gray area.

<FULLNAME>  
<ADDRESS1> <ADDRESS2>  
<CITY>, <ST> <ZIP>

US  
POSTAGE  
PAID



GREEN AREA IS FOR MAILING BLOCK ONLY