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
Artwork Layer.

All Variables must be on

Variable Layer indicated with < > (Example: <First Name>)

Bleed Area:

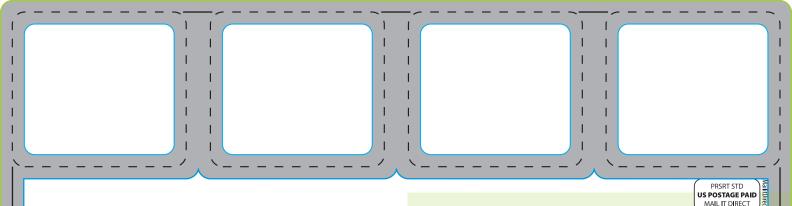
Extend all art to the green bleed line (.125" from die lines)

Art Settings:
All art, including

images must be CMYK & 300dpi

Safety Area:
Do not place any

text past blue lines or in gray area.





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

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GREEN AREA IS FOR MAILING BLOCK ONLY