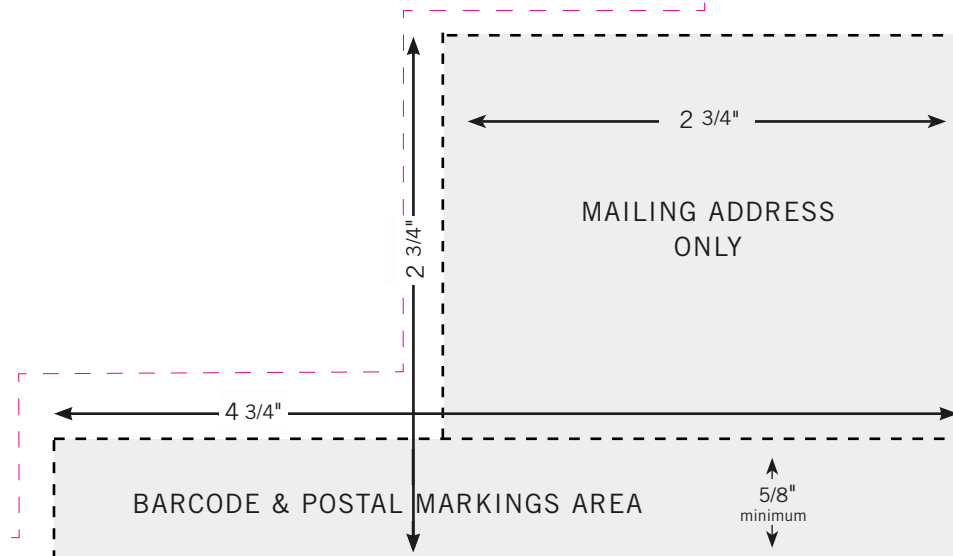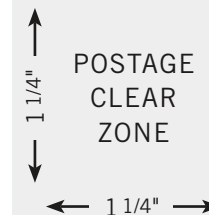- **Final Trim:** create your document to final trim size and proper page count

- **Bleed and Trim Marks:** for all elements that print to trim, extend those elements 0.125" beyond the trim, except non-ink areas; when exporting to PDF ensure that you include trims and bleeds

- **Safe Zone:** for all critical text or graphical elements, keep within 0.125" of the final trim. Keep all important information within the Safe Area to ensure that it isn't cut off when your document is trimmed.

- **Avoid the Shaded Areas:** If you are mailing your cards, the shaded areas should be clear of any text. The mailing address is the only text allowed in this area and should not interfere with the barcode area.

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- The uploaded PDF will print as 4 color; RGB and other color space elements as well as spot colors will be converted to CMYK

- Ensure image resolution is adequate; 150-300 pixels per inch for traditional web, sheetfed and digital printing

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11 x 6 - 2 Sided
Page 1

POSTAGE CLEAR ZONE

1 1/4"

1 1/4"

2 3/4"

2 3/4"

MAILING ADDRESS ONLY

4 3/4"

5/8"
minimum

BARCODE & POSTAL MARKINGS AREA

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Page 2

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