Important:

Bleed Area: The bleed area extends out 3mm from the edge of your finished document. All images or colour that print to the edge of your document should be extended into this area to avoid the chance of any white lines appearing. Do not place any content that you wish to appear in your document in this area, as it will be trimmed off.

Non Text Area: Avoid putting any text 3mm from the edge of the document and 3mm from any folds. Text placed in this area will run very close to the edge of the document and could possibly get trimmed off. If possible, also avoid using any thin borders in this area as you may get inconsistent thickness.

Trim Area: This is the finished size of your document. Anything placed outside of this area will be trimmed off.

Perforation line: This is the perforation line for your document. Keep all text at least 3mm away from this line. This line can sometimes be cut in a slightly different position, so don't line any shapes or images up with it, just to be safe.

When saving a PDF for print, please use the following settings:

Adobe PDF preset > PDF/X-4:2008 >
Marks and bleed >
Select 'trim marks'
Set all 'Bleeds' to 3mm

Perforated Leaflet, Portrait
(Size: 210mm x 210mm)

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