

# A4 Portrait

## Left inside page

(Flat size 210mm x 297mm)



**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 the fold. 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.



**Fold Line:** This is the fold line for your document. Keep all text at least 3mm away from this line

How to create your print ready PDF:  
File > Save As >  
Format > Adobe PDF >  
Adobe PDF Preset > PDF/X-1a:2001 >  
Marks and Bleed >  
Select "trim marks"  
Set all "Bleeds" to 3mm

spine

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**Remember** if you have text running across pages, you might lose it in the spine. For every 10 pages you add, you need to increase the width of the non text area from the spine by 1mm.

For help setting up your cover please contact the Customer Service Team on 0800 840 1430 or email them at [theteam@printed.com](mailto:theteam@printed.com)

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spine