

**Note: All basic fold styles have been included in this file. Please choose the two pages which best match your layout. You may then delete any unused pages if you prefer.**

**Outside  
Front Panel**  
5.5"

## **8.5" x 11" Half-Fold Newsletter\***

(8.75" x 11.25" including .125" Bleed)

### **Front (outside)**

\* **Note: your document size should be set to 8.5" x 11" and the bleeds set to .125". Any artwork that touches the page edge must be extended outwards from that page edge by .125".**

# **Delete This Art Before Printing!**

**Outside  
Front Panel**  
5.5"

**Text Safety Guide** →  
No text beyond this line.

**Trim Edge** →  
This is the actual cut line  
of the final trim size.

**.125" Bleed** →  
To ensure that ink coverage  
goes to the final trim size,  
extend any art, pictures, or  
other graphics .125" beyond  
the trim edge to this point.

**Note: All basic fold styles have been included in this file. Please choose the two pages which best match your layout. You may then delete any unused pages if you prefer.**

**Inside  
Front Panel**  
5.5"

## **8.5" x 11" Half-Fold Newsletter\***

(8.75" x 11.25" including .125" Bleed)

### **Back (inside)**

\* **Note: your document size should be set to 8.5" x 11" and the bleeds set to .125". Any artwork that touches the page edge must be extended outwards from that page edge by .125".**

# **Delete This Art Before Printing!**

**Inside  
Front Panel**  
5.5"

**Text Safety Guide** →  
No text beyond this line.

**Trim Edge** →  
This is the actual cut line  
of the final trim size.

**.125" Bleed** →  
To ensure that ink coverage  
goes to the final trim size,  
extend any art, pictures, or  
other graphics .125" beyond  
the trim edge to this point.