

Note: This file shows the basic catalog layout. Please add as many text pages as you need. Include any blank pages needed to make total number of pages divisible by four.

8.5" x 11" 4-page Newsletter* (8.75" x 11.25" including .125" Bleed) **Front Cover**

* **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!

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.