



215 NW 16th Street  
Pompano Beach, FL 33060  
1-800-480-8650

### Inside Panel

(this panel is 1/16" smaller than front and back panels)  
8.4375" wide

## 25.5x11 Tri-fold

Folds to 8.5x11

Actual Size is 25.4375x11

Place this template in a separate layer  
in your layout program and delete or turn off  
before sending/exporting your file.

To use this template for the inside  
of your print project, flip it horizontally.

### Outside Back Panel

8.5" wide

### Outside Front Panel

8.5" wide

#### Bleed

For borderless edges, extend images, photos and/or solid background colors 1/8" beyond the edge of the page. This area (red) will be trimmed during the finishing process. It should not contain any information you intend to be seen or read.

#### Margin

For best results keep text and images that must be seen and read between a minimum of 1/8" and 1/4" from edge of page.

#### Trim

Edge of page.

#### Copy margins

We recommend keeping copy 1/8" in from fold lines in most cases.

