

outside front cover

outside top

Note: Artwork on the outside front cover needs to be placed **upside-down**, so when the brochure is folded, the artwork can be read or seen right-side-up.

Safety Area
Trim Line
Bleed

5.5" x 8.5" Brochure, Quarter-fold – Horizontal (outside); 11" x 17" when unfolded

Use this template as a guide for the placement of text and images.

score for fold

Be sure to open or import template files at 300 DPI.

Place your artwork 1/8" away from the **trim line** and within the **safety area** as represented by the **blue dashed line**.

If your project requires printing to the edge after trimming, you **MUST** extend your artwork to the **outer edge** of the **light blue shaded area** for proper bleed. Anything in the **light blue shaded area** will be trimmed off.



score for fold

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outside bottom