

8.5" x 11" Tri Fold

8.75 x 11.25" Bleed Size
Outside edge. Design should be
this dimension

8.5" x 11" Trim Size
Black dotted line

8.25" x 10.75" Safe Zone
Blue solid line. Text, phone numbers
and web addresses inside this area

Presorted
First-Class Mail
U.S. Postage Paid

TEMP-RETURN SERVICE REQUESTED

RETURN ADDRESS AREA
required on all Presorted Mailings

Center Panel 3.66" wide (starts at 3.735" from bleed edge)

INK FREE ADDRESS AREA
4.5" x 3.625"

.625" INK FREE BARCODE AREA

Fold Line - black dashed line

Double Tab Placement

Single Tab Placement

Double Tab Placement