

Presorted
First Class Mail
US Postage
PAID
Oakland, CA
Permit #2319

RETURN SERVICE REQUESTED

outside back cover

3.75"
area for mailing address only
3 3/4" minimum

.625"

postal marking area
5/8" minimum for barcode

SCORE

outside front cover



11" x 25.5" half-fold brochure, folds to 11" x 12.75" (outside/back)

Please make sure that you open or import your template at 300dpi.

If your final product requires printing to the edge after trimming, you **must** extend your artwork to the **red** boundary box for proper bleed. Anything in the **red** shaded area will be trimmed off.

Your text should be 1/8" inside the **cut line** on each side, represented by the **blue** safety box.

DELETE THIS LAYER
Except for the CROP MARKS & INDICIA

You **MUST** delete this layer except for the crop marks and indicia or it will be printed in your finish product. PsPrint is not responsible for reprinting your job if this layer is included in your file.

bleed →
cut line →
safety →

crop marks

Production Credit
layer is optional and may be deleted. printed by PsPrint.com