

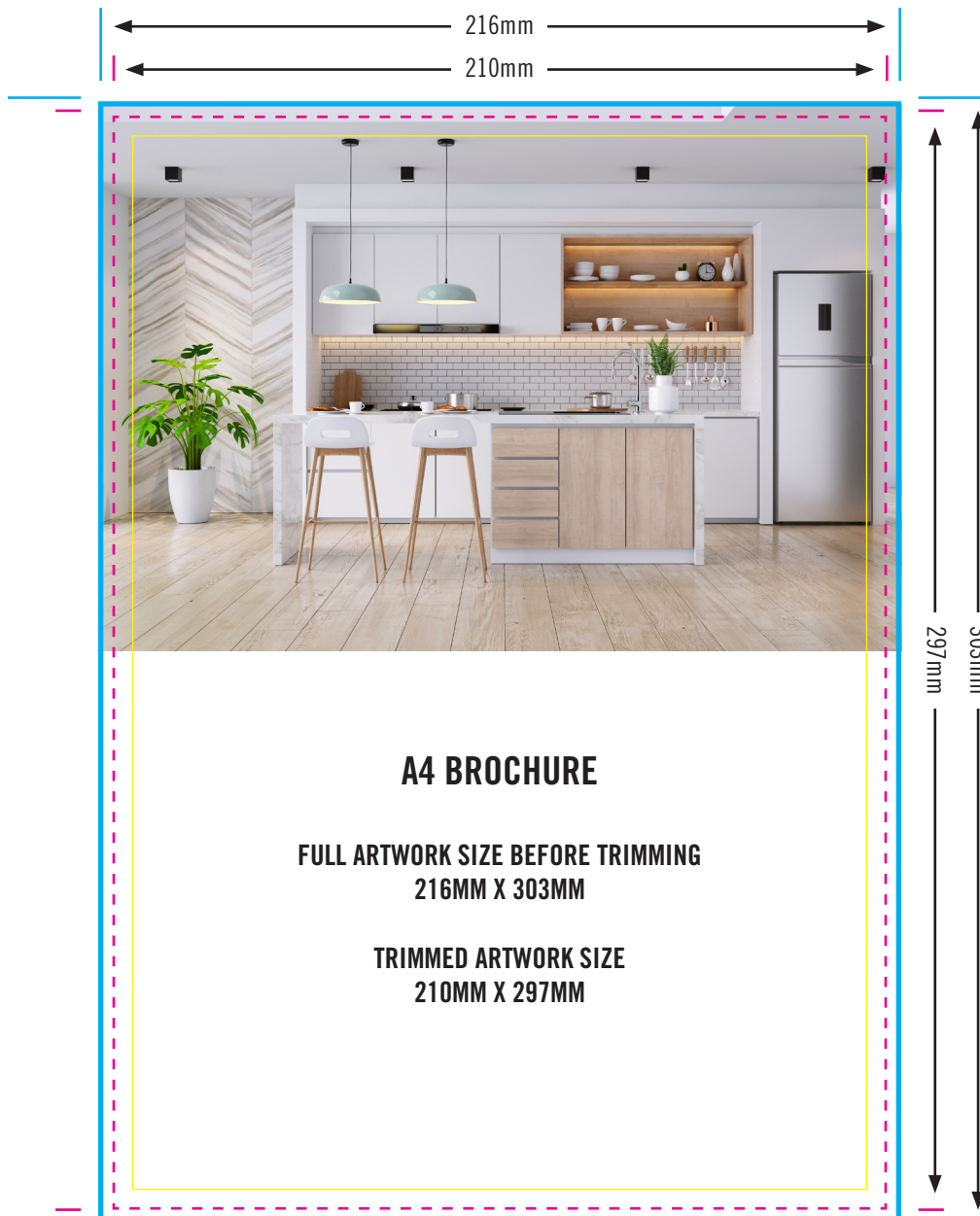


ARTWORK GUIDELINES FOR USING YOUR OWN ARTWORK

In order to guarantee a high quality printed product, it is important to ensure your artwork has been set up to the correct desired size, with bleed. Bleed is intentional artwork that has been included with the purpose of trimming. If you need images to the edge of your artwork, it is crucial to include extra imagery and elements for trimming.

A4 BROCHURE ARTWORK SPECIFICATIONS

All colours and images that are intended to reach the edge of the page must extend to the outer edge of the 3mm bleed section



Ensure all important content (text) is within a margin of at least 5mm from the edge of your page. You can do this by creating a box to the size of 200mm x 287mm and position in the centre of your page as a guide. Just be sure to delete this box before sending to print.



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DL ARTWORK SPECIFICATIONS

All colours and images that are intended to reach the edge of the page must extend to the outer edge of the 3mm bleed section



Ensure all important content (text) **is within a margin of at least 3mm** from the edge of your page. You can do this by creating a box to the size of **204mm x 93mm** and position in the centre of your page as a guide. Just be sure to delete this box before sending to print.

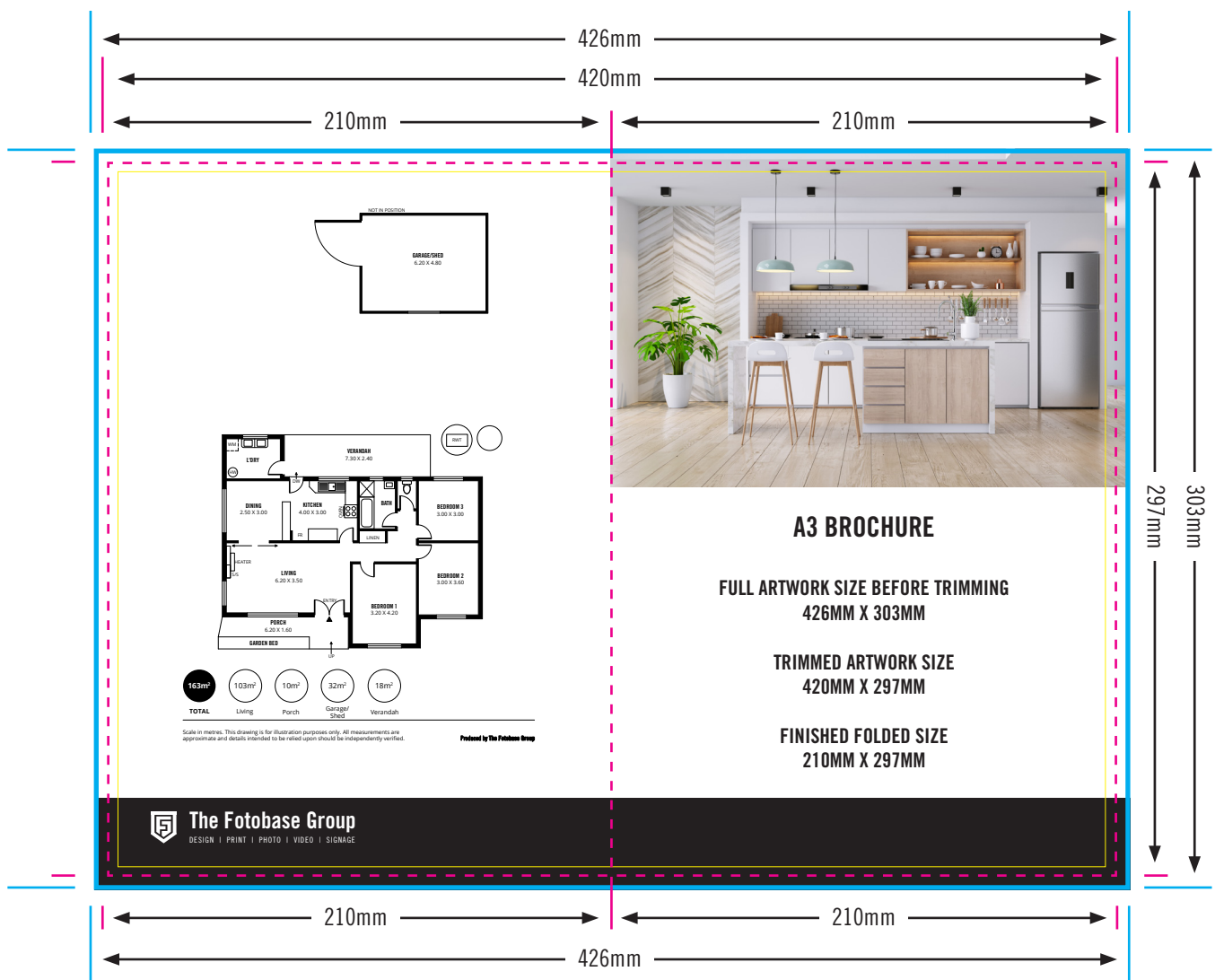


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A3 BROCHURE (4 PAGE A4) ARTWORK SPECIFICATIONS

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Ensure all important content (text) is within a margin of at least 5mm from the edge of your page. You can do this by creating a box to the size of 410mm x 287mm and position in the centre of your page as a guide. Just be sure to delete this box before sending to print.