



KEEP IMPORTANT TEXT AND IMAGES OURSIDE THIS AREA

PRINT  
SHOP

## A4 Presentation Folder Outside

482mm x 409mm

Place your design within 'Artwork' layer and delete 'Guide' layer once finished.

Failure to remove guide layer will result in template printing over artwork design.

**Please ensure:**

- Colour: CMYK (RGB will be converted)
- Fonts: Embedded or converted to outlines
- Image Resolution: 300dpi or higher
- Crop marks and 3mm bleed are included when exporting
- Accepted format: PDF (one file)



**Finished Size** - This is the finished size of the product one trimmed.



**Safe Area** - We recommend keeping text and images out of the grey area, remaining in white box.



**3mm Bleed** - Please extend your artwork into the bleed if you are using full colour or imagery in the background. Anything within this area will be removed once trimmed.



**Cut Lines** - Indicate where the product will be cut to create interlocking tabs or slots.



**Fold Lines** - Show where the product will be folded. Avoid placing important elements too close to these lines.

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3MM BLEED (THIS AREA WILL BE REMOVED)

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# A4 Presentation Folder Inside

482mm x 409mm

Place your design within 'Artwork' layer and delete 'Guide' layer once finished.

Failure to remove guide layer will result in template printing over artwork design.

Please ensure:

- Colour: CMYK (RBG will be converted)
- Fonts: Embedded or converted to outlines
- Image Resolution: 300dpi or higher
- Crop marks and 3mm bleed are included when exporting
- Accepted format: PDF (one file)

- Finished Size** - This is the finished size of the product one trimmed.
- Safe Area** - We recommend keeping text and images out of the grey area, remaining in white box.
- 3mm Bleed** - Please extend your artwork into the bleed if you are using full colour or imagery in the background. Anything within this area will be removed once trimmed.
- Cut Lines** - Indicate where the product will be cut to create interlocking tabs or slots.
- Fold Lines** - Show where the product will be folded. Avoid placing important elements too close to these lines.