

# A4 Portrait

(Flat size 420mm x 297mm)  
(Folded to 210mm x 297mm)



Everything Printed™



Bleed area - Make sure any images or colour that print to the edge extend into this area.



Non Text area - Avoid putting any text or important detail in this area.



Trim area - This is the finished size of your document. Anything placed outside of this area will be trimmed off.



Fold Line - This is the fold line for your document. Keep all text at 3mm away from this line

## NOTE:

- Hide or delete these guides before saving your file.
- When saving to PDF, choose the Adobe PDFx-1a configuration, disable all printers marks and set all bleeds to 3mm.
- When saving to JPG, choose the maximum image quality and ensure your colour mode is CMYK.