

Outside Top Panel (folds in last)

3.6"

0.125" margin each side (no text zone)



Fold Line 2

7.525" from bottom of the page

RETURN TO:
POSTGRID INC.
700-350 BAY STREET
TORONTO ON M5H 2S6

1.378"

Postage Indicia Zone

3.071" × 1.378"
top: 3.74" left: 5.649"



3.071"

1.378"

3.7"



Return Address

3.150" × 1.378"
top: 3.74" left: 0"

3.150"

Recipient Address

2.756" × 1.772"
top: 5.23" left: 5.67"



1.772"

JOHN SMITH
4B-123 MAPLE STREET
VANCOUVER BC V6B 2W9

2.756"

Outside Middle Panel

0.125" margin each side (no text zone)



Fold Line 1

3.825" from
bottom of the page

3.7"

Outside Bottom Panel



Bleed Area

0.125" on all sides
Extend artwork here



Trim Line

8.5" x 11"
Final mailer edge



Safe Zone

0.125" from trim
Keep all text inside



Fold Line 2

7.525" from bottom of the page

Inside Top Panel

0.125" margin each side (no text zone)



Fold Line 1

3.825" from bottom of the page

Inside Middle Panel

0.125" margin each side (no text zone)

Important Notes:

- Document size: 8.75" × 11.25" (with bleed)
- Trim size: 8.5" × 11" (final mailer)
- Three panels: 3.6", 3.7", 3.7"
- Keep text within safe zone
- No address zone on inside

Inside Bottom Panel (folds in first)