

Outside (Back Side)

0.5"

7.50"

0.5"

3.125"

4.50"

5.879"

7.379"

0.625"

Outside Top Panel (folds in last)

Security Pattern

Keep clear - security pattern to prevent the contents on the opposite side from being visible through the paper.

7.50" x 3.125"
Left 0.50" Top 0.50"



Fold Line 1
(3.625" from top)

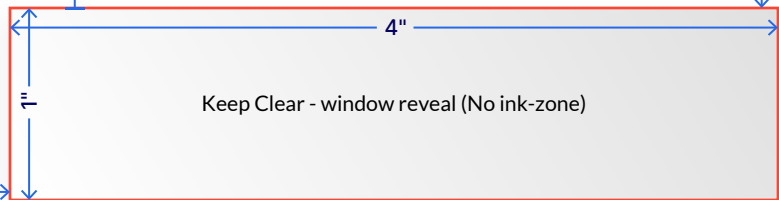
Outside Middle Panel

Leave this section blank. USPS postage indicia and tracking barcode will be printed here.



Window zone

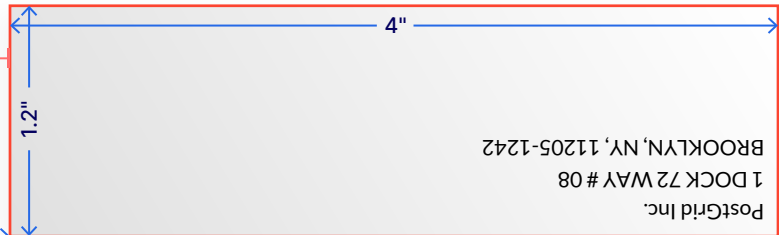
when folded, it will reveal the recipient address on the bottom panel



3.5"

Sender Address Zone

(Rotated 180 deg - Reads Correctly When Folded)



3.5"

Outside Bottom Panel

Extra perf mask
this strip is sealed/glued



Perforation Zone
(7.5" x 10")



Fold Line 2
(7.379" from top)



Outside perforation zone
Maybe sealed/glued



Safety Area
(7.25" x 9.25"), anything outside might get trimmed, sealed over, or misaligned

Inside (Front Side)

Inside Top Panel

Important Notes:

- Inside content should stay within the green safety border. Keep 0.5" ink-free around all edges (red perforation border). Fold lines at 3.625" and 7.379" from the top divide the sheet into three horizontal panels. The recipient address prints on the bottom panel of the outer page. The window area must stay blank. The inner face is rotated 180° relative to the outside.



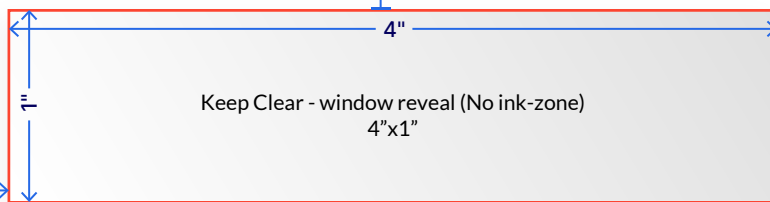
Fold Line 1
(3.625" from top)

Inside Middle Panel



Window zone

when folded, it will reveal the recipient address on the bottom panel



Perforation Zone

(7.5" × 10")



Outside perforation zone

Maybe sealed/glued



Safety Area

(7.25" × 9.25"), anything outside might get trimmed, sealed over, or misaligned



Inside Bottom Panel (folds in first)

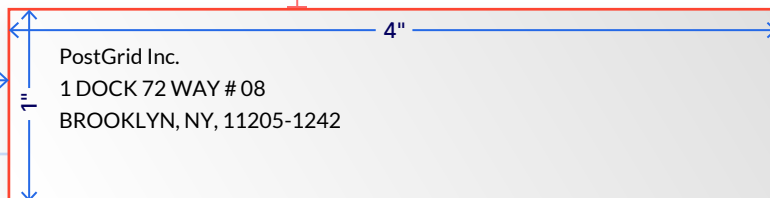


Fold Line 2
(7.379" from the top)



Recipient Address

(would be inverted after it's folded)



0.63"