

LIVE AREA INSTRUCTION SHEET

Follow the guidelines below to help us produce the best possible printed product.

1. BORDERS

White borders or graphics with borders near the edge of the paper need to be at least .25" away from edge. .375" or more is better.

2. PAGE NUMBERS OR FOLIOS

Please make sure all page numbers or folios are .25" away from the edge.

3. FOOTERS OR TABS

Phone numbers, websites, logos or other information along the footers (or anywhere on the page) need to be at least .25" away from the edge of the sheet.

Why make this change?

Moving any critical artwork away from the edge will prevent it from getting cut off. Leaving the artwork the way it is, you will run the risk of critical information being cut off or being cut too close. You may also run the risk of the page looking crooked.

We highly recommend making these changes and are happy to assist with any questions or concerns. 602-437-9700

