

- Back, (Outside) -

SAFETY MARGIN .25"

Keep all of the text, images, graphic elements, logos, and other items inside these lines.

TRIM EDGE: 19.5" x 16" (FLAT)

This is the actual edge of the folder.

BLEED .125"

Make sure .125 of the artwork is extended beyond the trim edge, to this line, if you want the artwork to bleed (go all the way to the edge of the paper).

- Front, (Outside) -



**9" x 12" Pocket Folder,
with 4" pockets**

- Right Pocket, (Inside) -

- Left Pocket, (Inside) -

FOLD

FOLD

FOLD

FOLD

FOLD

FOLD

FOLD

FOLD

FOLD

FOLD

FOLD

FOLD

FOLD