

# A4 Template

297mm x 210mm



## Trim Area

This will be where the print is cut to, so represents the edges of the artwork, anything outside of this line will be lost.



## Bleed Area

A 3mm extension used to accommodate any slight movement during trimming, extend any images or solid areas to the red to prevent white lines appearing on your print.



## Safe Area

Put any text or significant imagery outside of this area so it does not get obscured, it will act as a comfortable margin to keep your artwork aesthetically pleasing. If you are using an all over background colour or image / pattern this can continue to the bleed area.



## Saving PDF

Save your PDF with crops and 3mm bleed, make sure all fonts are embedded and the output is set to CMYK, if using Illustrator, use default settings with use document bleed settings ticked.

**REMEMBER TO DELETE THIS LAYER BEFORE SUBMITTING**