

LetterHead A4

----- **SAFE Area**

DO NOT place important text or images beyond the green border area to prevent trimming.

Anything left outside the green box maybe cut off during trimming.

———— **TRIM Area**

This is the actual cut of the final design.

———— **BLEED area**

Make sure to extend the background images or colours all the way to the edge of the black outline.

Please save your artwork without guideline frames.

Final size : 210 x 297 mm.

Size with Bleeds : 216 x 303 mm.