

RIGHT  
POCKET

Grey box shows size of  
business card when inserted  
into cut slits.

BACK COVER

**A4 Portrait Folder / No Capacity**

Fits A4 paper / Business card slits optional

Flat Size: 562 x 368mm

Place your design within **'Artwork' layer** and **delete 'Guide' layer** once finished.

*Failure to remove guide layer will result in template printing over artwork design.*

**Please ensure:**

- Colour: CMYK (RGB will be converted)
- Fonts: Embedded or converted to outlines
- Image Resolution: 300dpi or higher
- Crop marks and 3mm bleed are included
- Accepted format: PDF (one file)

*Please upload one PDF including two copies of artwork - one with cutter guide visible and one without.*



**Finished Size** - This is the finished size of the product once cut.



**Safe Area** - We recommend keeping text and images out of the grey area, remaining in white box.



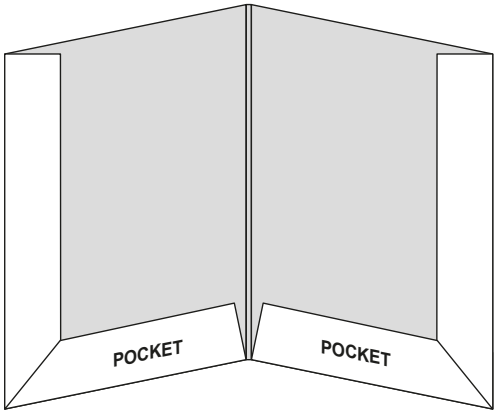
**3mm Bleed** - Please extend your artwork into the bleed if you are using full colour or imagery in the background. Anything within this area will be removed once cut.



**Orientation** - Place artwork the same way up as text shown for orientation to be correct once assembled.

**Business Card Slits**

Business card slits are included on all panels as standard. If slits are not required please ensure this finishing option is selected when ordering and **Business Card Slits layer is removed** when placing artwork.



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F2\_A4\_CEN

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FRONT COVER

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