

**11" x 17"**  
**HALF FOLD (TO 8.5" X 11")**  
**BROCHURE**

**SAFE ZONE** \_\_\_\_\_

All text, images, graphic elements, logos, etc. must remain inside of these boxes. Anything that extends beyond these areas is at risk of being folded over or trimmed during production.

**TRIM ZONE** \_\_\_\_\_

Allow for 0.125" trim tolerance surrounding your brochure. It is not recommended to utilize borders as they may shift during production and appear uneven.

**BLEED ZONE** \_\_\_\_\_

Extend background elements such as images or colours past the edges of this box.

**FOLDS** - - - - -

**IMPORTANT TO NOTE**

Please do not include above elements in your file for print. EPS, PDF and AI files should have all text elements converted to outlines.



**COVER**

**INSIDE**

**11" x 17"**  
HALF FOLD (TO 8.5" X 11")  
BROCHURE

**SAFE ZONE** \_\_\_\_\_

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