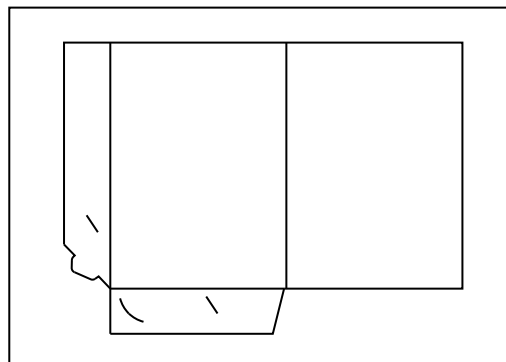




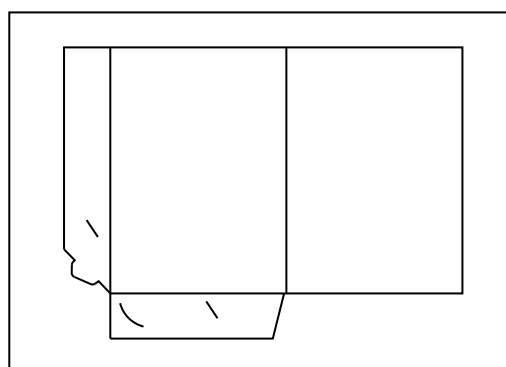
## 1. Contents

1 up A5 Folder x 110 sheets



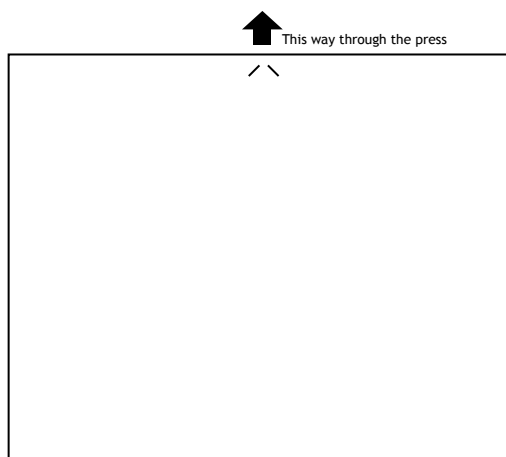
## 2. Artwork Guidelines

1. Allow at least 3mm bleed over all cuts.
2. Use the outer line of the artwork template to centre your artwork on the sheet.
3. View the artwork template for more information.



## 3. Printing Guidelines

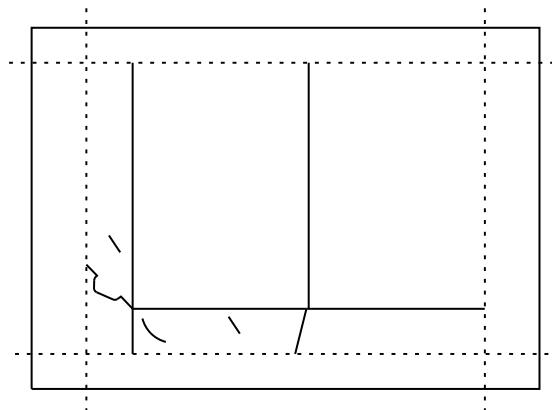
1. Print on the coated side of the stock.
2. This stock should only be used from the bypass tray and in simplex mode.
3. Maximum tray load should be 30 sheets.
4. Print with the arrow indicator on the leading edge, as shown.





## 4. Trimming Guidelines

Guillotine along all trim marks as indicated by cuts on the sheet.



## 5. Finishing Guidelines

1. Where possible pre-fold perforated lines.
2. Tear off excess board (shown in grey).
3. Pre fold all creases.
4. Fold the bottom pocket panel to the inside of the folder then fold the side pocket panel and locate the tab in the slot.

