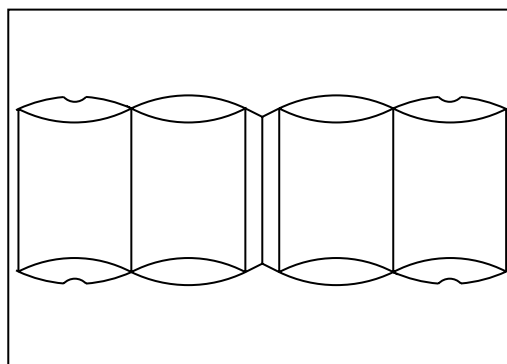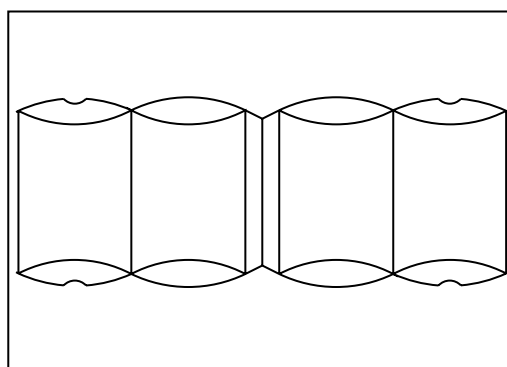**xerox**

1. Contents

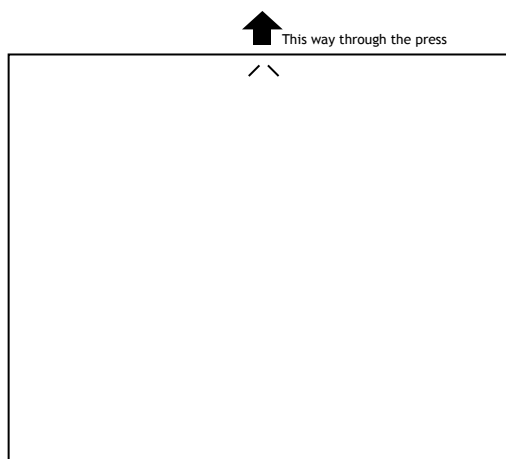2 up Pillow Packs x 110 sheets

2. Artwork Guidelines

1. Allow at least 3mm bleed over all cuts and on to the glue flaps.

2. Keep glue flaps print free where possible.

3. Use the outer line of the artwork template to centre your artwork on the sheet.

4. View the artwork template for more information.
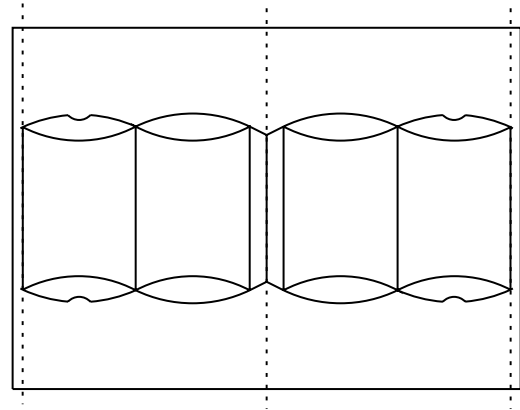
3. Printing Guidelines

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.

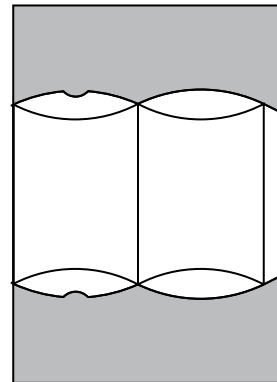4. Print with the arrow indicator on the leading edge, as shown.

This way through the press

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 straight creases before going on to the next stage.

6. Gluing Guidelines

Fig. 1

1. Apply double sided tape to the glue flap on the printed side of the product, in the grey area indicated (Fig. 1).

2. Place the pillow pack print side down and fold the glue flap over, then fold the large panel on to the glue flap (Fig. 2).

3. To complete, simply squeeze the product open and fold the panels in the order shown (Fig. 3).
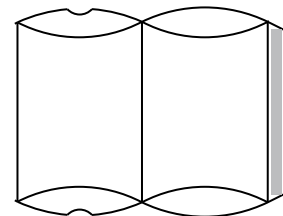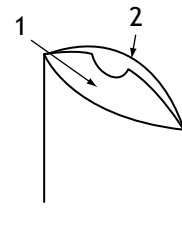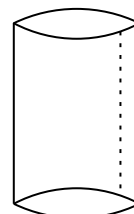
Fig. 2

1 2

Fig. 3