SAFE ZONE
Do not place important texts or images beyond the dotted area to prevent trimming.

TRIM
This is the actual cut of the final design.

BLEED
Extend your artwork to the edge of this template if you want your design to extend to the edge of your final prints; we require 1/8" bleed.

BORDER
Minimum border thickness is 3/8" from Bleed line.

COLUMBIA UNIVERSITY
PRINT SERVICES
Print Template

Size: 5.5” × 8.5” (W × H)
Folded: 5.5” × 4.25” (W × H)
Side: Front/Back (outside face)
       Front/Back (inside face)

Need help?
Speak with one of our Customer Service Representatives at 212-854-3323.