

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.

CONTENT ALIGNMENT

Use the inside vertical and horizontal guides as a visual aid to simplify page content alignment within each panel.

This will help ensure any unintended page content does not extend outside the active panel during the folding process.

POCKET FOLDER OUTSIDE

9" x 12"
OUTSIDE
BACK
COVER

9" x 12"
OUTSIDE
FRONT
COVER



Print Template

Standard Pocket Folder - 4" Pocket
Size: 9" x 12"
Side: Front/Back

Need help?

Speak with one of our Customer Service Representatives at 407.831.2999

GLUE AREA

The glue area (outside of the bleed area) is where a strip of glue will be applied when assembling the pocket folder into its final form.

Please ensure this area remains free of content.

POCKET
RIGHT
INSIDE
4"

POCKET
LEFT
INSIDE
4"

GLUE AREA