



8.5 x 11/Full Bleed

Correct Bleed Set UP

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All the text and anything that does not get cut needs to be inside the yellow box which is 1/8" inside the trim line from all four sides. Everything that goes to the edge (Bleeds) needs to be 1/8" past the trim line from all the four edges.

What is Bleed:

When printing goes all the way to the edge it's called Bleed or Full Bleed so whatever goes all the way to the edge needs to extend beyond the cut line by 1/8" or .125" on all four side which will be trimmed off so there is no white.

What is safety Margins:

Everything that does not go all the way to the edge normally text or other important stuff needs to stay .125" inside the cut line

Incorrect/wrong Bleed Set UP No Bleed

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No matter what size your sheet/document is: All the text and anything that does not get cut needs to be inside the yellow box which is 1/8" inside the trim line from all four sides.

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Bleed Margins > Extend your graphics to the edge of this

- template.
- > The bleeds (Green area) will be cut off, allowing us to "print to the edge".

Incorrect Set UP Text too close to the trim line and may get cut

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Cut Line

> Your print will be cut along the dashed line

Safety Margins

> DO NOT include any critical text or graphics in safety margin.

This is your

Trim line

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trim line

> Anything in this area is at risk of being cut off.

If you have any questions, don't hesitate to contact our Service Department: 1-800-COPYKING