

***FOR FULL BLEED YOUR ARTWORK MUST EXTEND
BEYOND THE RED LINE
TO THE EDGE OF THE DOCUMENT**

BLUE LINE = SAFE ZONE

RED LINE = CUT AREA

8.5x11" LETTERHEAD TEMPLATE

FINISHED SIZE: 8.5x11"

THIS FILE SIZE: 8.75x11.25"

WITH .25" BLEED



**LITHO BOOKS, INC.
PRINTING PROS**



REMEMBER!

**OUTLINE all fonts
COLOR SEPARATE your file
SAVE AS a .pdf**

Place your artwork on the bottom layer to see if your artwork is set up correctly. (If you do not see your Layers Palette, go to Window > Layers.)

When you are satisfied that your artwork is set up correctly, delete the top template layer before saving your file.