

TOE

(Toe Backs up to Toe on Inside)

Fold Line

Postmark Area  
Leave Blank  
1.25 in. x 1.25 in.

Address & Barcode Area  
**LEAVE BLANK**  
2.125 in. High x 4.125 in. Wide  
Background color must be white.

Fold Line



# Template for 8.5 x 14 Tri-Fold

Submitted Size will be 8.75 in. x 14.25 in.  
(When folded the final size will be 4.69 in. x 8.5 in.)

(Head Backs up to Head on Inside)

HEAD

## FRONT PANEL

Delete this template when finished, or ensure the artwork covers it completely. Please DO NOT submit artwork with this template showing.

To eliminate the risk of your postcard being returned to you by the postal automation process, any address that is placed lower than 2.75 in from the bottom of the card should not contain a STATE or ZIP CODE.

1

4.62 in.

2

4.69 in.

3

4.69 in.

HEAD

(Head Backs up to Head on Outside)

TOE

(Toe Backs up to Toe on Outside)

Fold Line

Fold Line

\*BLEED IS REQUIRED to ensure ink coverages goes to the very edge of the end product, make certain to extend any graphics/artwork passed the "Final Trim Size," to the very edge of this template.

3

4.69 in.

2

4.69 in.

1

4.62 in.