

BUSINESS CARD (3.5X2)

DOCUMENT SIZE WITH BLEED = 3.75X2.25



SAFETY MARGIN = Any text or graphics that do not bleed must stay within the Safety Margin to avoid being cut off during the trimming process. Most safety margins are .25" around the document.



TRIM EDGE = Final size of your printed piece. (Any backgrounds, text, or graphics that bleed off the edge of your document should extend to the Bleed.)



BLEED = The extension of your background and graphics past the Trim Edge. This area will be cut off, giving the appearance that the images extend to the edge of the paper. Bleed must be set up as an extra .125" from all edges.



Please delete
template guides
before submitting
to print.