

8.5" x 11" Letterhead

Usable Text Area 8.25" x 10.75"

- **RESOLUTION**

Please be sure to create your artwork at 300 dpi.

- **BLEEDS**

If your artwork extends to the **Finished Trim Size** line you must extend it to the edge of the **blue Bleed Area**.

- **BORDERS**

If you use a border on the edge of your piece please be sure that it comes to the edge of the **red Text Safety Area line** or beyond. We cannot guarantee an even look on any borders that are smaller than 1/8 inch.

← **Bleed Area**
8.75" x 11.25"

← **Finished Trim Size**
8.5" x 11"

← **Text Safety Area**
8.25" x 10.75"