

## 14x8.5 Z-Fold folds to 4.666x8.5

Place this template in a separate layer  
in your layout program and delete or turn off  
before sending/exporting your file.

To use this template for the inside  
of your print project, flip it horizontally.

### Margin

For best results keep text and images that must be seen  
and read at least 1/8" from edge of page.

### Inside Panel

4.666" wide

### Back Panel

4.666" wide

### Front Panel

4.666" wide

### Bleed

For borderless edges, extend images, photos and/or  
solid background colors 1/8" beyond the edge of the  
page. This area (yellow) will be trimmed during the  
finishing process. It should not contain any information  
you intend to be seen or read.

### Trim

Edge of page.

### Copy margins

We recommend keeping copy 1/8" in from fold lines in  
most cases.



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