

Back cover

**A4 Half Fold (A5 4pp)**  
(Folded size - 148mm x 210mm)  
(Flat size - 297mm x 210mm)



Front cover



**Bleed Area:** The bleed area needs to extend out 3mm from the edge of your finished document. All images or colour that print to the edge of your document should be extended into this area to avoid the chance of any white lines appearing. Do not place any content that you wish to appear in your document in this area, as it will be trimmed off.



**Non text area (Quiet zone):** Avoid putting any text 3mm from the edge of the document. Text placed in this area will be very close to the edge of the document and runs the risk of being trimmed off. If possible also avoid thin borders in this area as you may get inconsistent thickness.



**Trim Area:** This is the finished size of your document. Anything placed outside this area will be trimmed off



**Fold Line:** This is the fold line for your document. Keep all text at least 3mm away from this line.

**How to create your print ready PDF:**  
Highlight layer 2 and place your image onto that layer  
File > Export >  
Format > Adobe PDF >  
Adobe PDF Preset > PDF/X-1a2001 >  
Marks and Bleed >  
Select "crop marks"  
Set all "Bleeds" to 3mm

Inside Left

Inside Right