



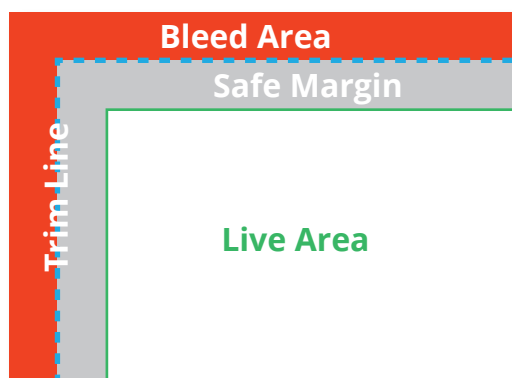
BOOKLET

6.625" W x 10.25" H
Saddle Stitch

Thank you for choosing to print with JVR Print Express. In order to ensure your publications reproduce well and exceed expectation we ask that you please take a moment to review our guidelines prior to uploading your files. **This PDF is sized to spec and can be used as a template.**

PRINT LAYOUT

It is extremely important to understand and account for Bleed, Trim & Live Area when preparing a print-ready file. Accounting for these elements, when you initially set up your document, will ensure that 1.) artwork extending to the edge of the page will appear to “bleed” off the page without a white edge appearing after trimming; 2.) No important content is trimmed from the final, printed piece.



Booklet Layout with Bleed, Trim & Live Area.

BLEED AREA - .25"

If your artwork has a white border, then bleeds are not necessary. If your artwork extends to the edge of the page, then you must include bleeds with your files. This area should be extended past the page borders, as indicated by the red border in the image above. The minimum bleed you need for a printed piece is 0.125 in. but **at JVR Print Express we prefer a bleed of .25 in.**

TRIM LINE

This is the finished size of the piece (**6.625" x 10.25"**) and indicates where the printer will trim your project to size.

SAFE MARGIN & LIVE AREA

It is important to keep all important content inside of a margin of .25", minimum, on all sides of the page — also known as the “Live Area” or “Safe Zone.” Keep all type and important information inside of this area to avoid cut-off during the trimming process.

ADDITIONAL INFORMATION

- All pages should be submitted as Press Ready PDFs in single-page format at the same size as trim plus bleed. For example, the final PDF size for a 6.625" x 10.25" booklet would be 7.12" x 10.75".
- Images should be at least 300dpi
- Do not use any color space other than CMYK. Spot colors should be converted to CMYK before submission.
- Any black text smaller than 10 points should be 100% Black and not a CMYK mix.

For Questions or help with file preparation, please contact:

Lois Grooms: (870) 857-3531 x526
LoisGrooms@CorningPublishing.com