## Please read this document before editing our template

## **Pocket and Sleeve Template Instructions**

- 1. Choose page one or two depending on what side of the pocket you want printed.
- 2. Place your artwork on our template
- 3. Add 5mm bleed if required
- 4. Do not place artwork on glue flaps
- 5. All important text and graphics need to be at least 5mm from the edge of the pocket (cut line)

- **6.** We DO NOT recomment printing on the score area.
- 7. PDF a mockup (your artwork with our template)
- 8. Remove our template
- 9. PDF your artwork ready for printing (without our template).

## WE NEED 2 FILES OR A TWO-PAGE PDF WITH:

- 1. Your artwork placed on our template
- 2. Your artwork <u>without our template</u> (same page size as our template NOT panel size).





