

# STATIONERY

## FINISHED SIZE

**A4 (210x297mm)**

### ARTWORK REQUIREMENTS

To prevent production delays please ensure your artwork conforms to the following:

- CMYK colour mode
- Images are 300dpi or greater
- Minimum 3mm bleed
- PDF supplied with crop marks
- Fonts are converted to outlines
- **REMOVE ALL GUIDELINES BEFORE SUBMITTING ARTWORK**

### BLEED AREA

Anything in this area will be cut off.

*Extend artwork to avoid white edges when trimmed to size.*

### TRIM AREA

Black line indicates the product once trimmed to size.

### SAFE AREA

For best results keep content within this area.