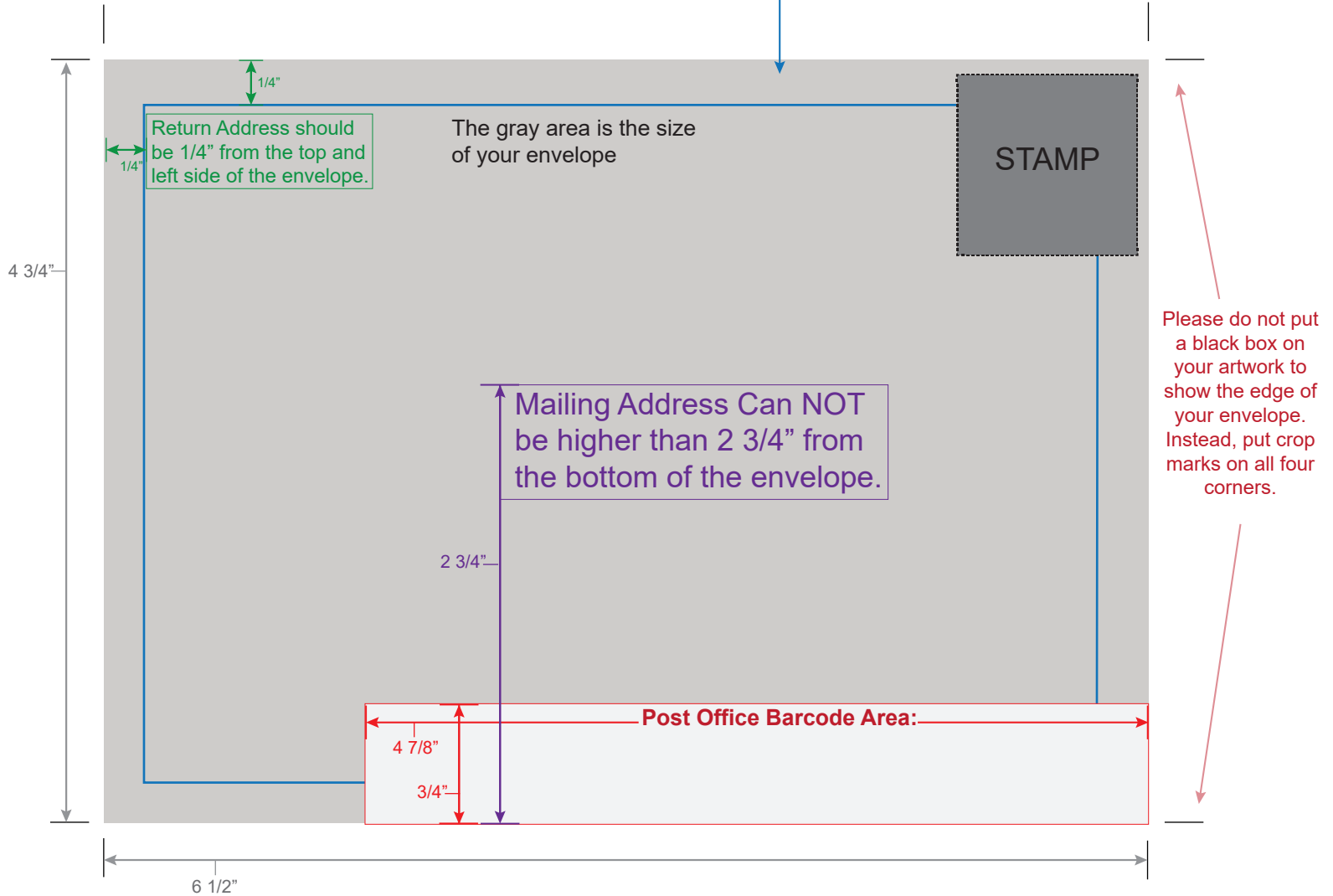# A-6 Envelope Front

Use this template if you are going to have printing on the front of your envelope.

The blue line marks the "safe area". It is 1/4" inside the edge of your printed envelope. You should never put any wording, logos, or other important art closer than 1/4" from the edge, or it may get trimmed.

1/4"

Return Address should be 1/4" from the top and left side of the envelope.

1/4"

The gray area is the size of your envelope

STAMP

Please do not put a black box on your artwork to show the edge of your envelope. Instead, put crop marks on all four corners.

4 3/4"

Mailing Address Can NOT be higher than 2 3/4" from the bottom of the envelope.

2 3/4"

Post Office Barcode Area:

4 7/8"

3/4"

6 1/2"

If your software does not do this for you, make your document page size large enough to make room for crop marks.

A-6 Envelope Back

Use this template if you are going to have printing on the back of your envelope.

3/8"

Return Address printing on the flap should be at least 3/8" from the top.

2 1/8"

4 3/4"

*Please Note: it is recommended that full bleed art does not go under the flap.

Please do not put a black box on your artwork to show the edge of your envelope. Instead, put crop marks on all four corners.

The blue line marks the "safe area". It is 1/4" inside the edge of your printed envelope. You should never put any wording, logos, or other important art closer than 1/4" from the edge, or it may get trimmed.

If your software does not do this for you, make your document page size large enough to make room for crop marks.

6 1/2"