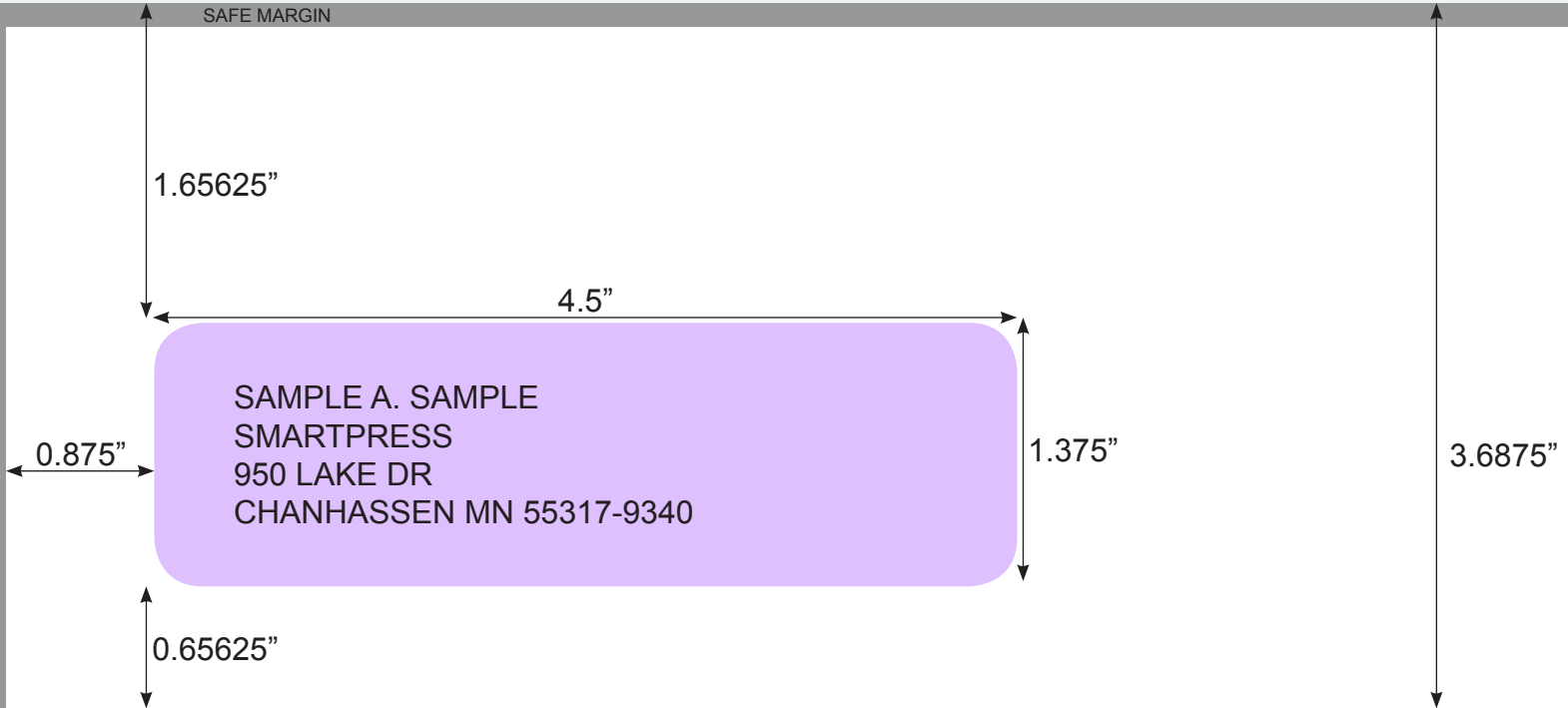


BLEED

SAFE MARGIN



# #10 STANDARD WINDOW LETTER

*Finished Product Size: 8.5" wide by 11" high*



SMARTPRESS

**BLEED - Your file needs to include a 0.125" bleed necessary for production.** Bleed is printing that goes beyond the edge of the sheet after trimming. If a bleed is not included in document setup, there is a good chance that there will be a gap between the edge of the printed area and the cut line. This happens because there is a tolerance when cutting the printed piece. More information on bleeds can be found on our website: [support.smartpress.com/print-file-preparation/bleeds-borders](https://support.smartpress.com/print-file-preparation/bleeds-borders)

**SAFE MARGIN - Your file needs to include a 0.125" safe margin necessary for production.** Safe margin is the area around the edge of the sheet. If the safe margin is not included in document setup, there is a chance that the art close to the edge will get cut off due to machine shift during cutting. This happens because there is a tolerance when cutting the printed piece. More information on Cutting Tolerance can be found on our website: [support.smartpress.com/print-file-preparation/cutting-tolerance](https://support.smartpress.com/print-file-preparation/cutting-tolerance)

**FOLD LOCATIONS -** Blue lines indicate folds.