



SMARTPRESS

# POCKET FOLDERS

*Finished Size: 9"W x 12"H  
with 4" inside pockets and no business card slits*

COVER

**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 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. For more information on the importance of bleed, visit our website: [smartpress.com/support/printing-basics/bleeds-borders](http://smartpress.com/support/printing-basics/bleeds-borders).

**CUT LINE (FINISHED SIZE):** This is where your artwork will be trimmed.

**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. For more information on Cutting Tolerance, visit our website: [smartpress.com/support/printing-basics/cutting-tolerance](http://smartpress.com/support/printing-basics/cutting-tolerance).

**FOLDS:** The pink lines indicate where the folds will be.

BACK COVER

THIS PANEL  
UPSIDE DOWN

THIS PANEL  
UPSIDE DOWN

GLUE TAB  
NO INK IN THIS AREA

GLUE TAB  
NO INK IN THIS AREA

THIS AREA COVERED BY POCKET.  
NOT VISIBLE WHEN FOLDED

THIS AREA COVERED BY POCKET.  
NOT VISIBLE WHEN FOLDED

THIS PANEL NOT VISIBLE  
WHEN FOLDED

THIS PANEL NOT VISIBLE  
WHEN FOLDED

GLUE TAB  
NO INK IN THIS AREA

GLUE TAB  
NO INK IN THIS AREA