

# 11x8.5 Z-Fold

folds to 3.66x8.5

Place this template in a separate layer in your layout program and delete or turn off before sending/exporting your file.

To use this template for the backside of your print project, flip it horizontally.

**Inside Back Panel**

**Inside Panel**

**Front Panel**

**Margin**

For best results keep text and images that must be seen and read at least 1/8" from edge of page.

**Copy margins**

We recommend keeping copy 1/8" in from fold lines in most cases.

**Bleed**

For borderless edges, extend images, photos and/or solid background colors 1/8" beyond the edge of the page. This area (yellow) will be trimmed during the finishing process. It should not contain any information you intend to be seen or read.

**Trim**

Edge of page.

fold

fold