

6x4 Direct Mail Postcard (front)

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

Margin

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

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.

6x4 Direct Mail Postcard (back)

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

Remember to leave room for the mailing indicia or stamp and the sender's and receiver's address. **Space for mailing
info must be at least 4x2.25"!**

**Postage
Clear
Zone
Option 1**

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

Bleed

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area (yellow) will be trimmed during the
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any information you intend to be seen
or read.

Trim

↓
Edge of page.

**Postage
Clear
Zone
Option 2**

← **Area for Mailing Information Only** →