Letterhead-A4

SAFE
DO NOT place important text or images beyond the blue border area to prevent trimming.

Anything left outside the blue box may be cut off during trimming.

TRIM
This is the actual cut of the final design.

BLEED ZONE 3 mm from left, right, top and bottom side:

Make sure to extend the background images or colours all the way to the edge of the black outline.

Please save your artwork without blue, pink & black frames

Final Size : 210mm x 297mm
Size with Bleeds : 216mm x 303mm