

Window of envelope is 4.5" x 1.25" box

WINDOW ENVELOPE ADDRESS CLEAR ZONE
We need a minimum of a 4.25" x 1" area. Keep this area entirely blank (white). Barcode positioning will go in this area as well.

.875" from edge

.5" from fold

3.5"

3.5"

3.5"

3.5"



8.5" X 14" LETTER FOR WINDOW ENVELOPE

Minimum Resolution for Artwork: 300 ppi

FULL BLEED SIZE 8.75" X 14.25"

If your art bleeds (extends to the edge of the paper after trimming), you must extend the art 1/8" past the TRIM SIZE to the FULL BLEED SIZE area shown.

DOCUMENT TRIM SIZE 8.5" X 14"

SAFETY AREA 8" X 13.5"

Keep text and images within the safety area whenever possible.

Remember to remove all spec die lines from your layout to avoid them being printed alongside your design.

ADDRESS PLACEMENT OPTION 2

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WINDOW ENVELOPE ADDRESS CLEAR ZONE
We need a minimum of a 4.25" x 1" area. Keep this area entirely blank (white). Barcode positioning will go in this area as well.

.875" from edge

.5" from bottom edge

3.5"