




## 9"x12" Presentation Folder Template and Guidelines



-  This area is 1/8" margin 'safety zone'. Please make sure no text or important graphics (such as logos) are in this zone.
-  This area is 1/8" bleed. Background graphics should extend past the crop line and to the edge of this area to make sure that there is no white space once it is cut. **BE AWARE THAT THIS PORTION WILL BE TRIMMED OFF.**
-  This is the dieline. The solid dieline is the crop line, where the folder will be cut. The dotted dieline is where it will be folded.

When the folder is finally cut, scored and folded, the final size will be 9"x12", with 4" pockets. The template can be altered with business card slits on one side, both, or none. It can also be altered with one pocket or two. Printing on both sides is also an option.

