The interior solid line represents the art area for you to place your design, the middle solid line represents the fold line and the exterior dashed line represents the bleed line. *Important:* Your design must extend to the bleed line.

If you'd like a top loading sleeve you'll also need to flip your art 180 degrees (upside down) before submitting it.

IMPORTANT: Please provide .125 in bleed on the left and right sides, and a .1875 bleed on the top and bottom.

