Indicia/
Stamp
Area
1” x 1”

Outside

Typical Address Area
4” x 2”
(Minimum 3.75” x 1.25”)

Orange line is the cut line
This is where the finished product will be cut

Green lines are the fold lines
This is where the job will be folded

Outside

Blue line is the safety line
Anything that is not getting cut must be inside this blue line

Inside

Mellady Direct
Your Print & Mail Experts

8.5” x 11” Tri-Fold Template

Folded Finished Size - 8.5” x 3.6875”
Flat With Bleed Size - 8.75” x 11.25”