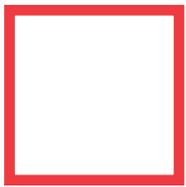


Letterhead

Finished Size 8.5x14"

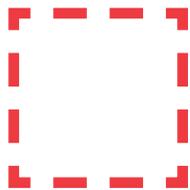
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KEY:



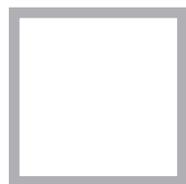
SAFE: All important elements should be kept 1/8" away from the trim line or they may be cut off.

8.25 x 13.75"



TRIM: Here is the final edge of your card. Due to minor shifting in cutting we recommend no borders.

8.5 x 14"



BLEED: Make sure to extend background images 1/4" past your cut line. This is cut off in production.

8.75 x 14.25"



Reminder! Delete this template prior to saving!

Call the **Customer Obsession Team** at 216.241.4040 with any questions!



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