

ROBERTS

FRONT DESIGN

FULL BLEED —————→

TRIM LINE —————→

SAFETY MARGIN —————→

6" X 4.25" POSTCARD

If your art **BLEEDS** beyond the dashed **TRIM LINE** (extend art beyond the trim 0.125" or 1/8" all around shown in the **BLUE** area). Any image or text inside the blue area will be cut off. Please keep all text inside the **SAFETY MARGIN** area on all sides.

! Use this pdf as a guide in your layer. Don't forget to turn off guide layer prior to sending art or it will be printed.

ROBERTS

6" X 4.25" POSTCARD MAILING - BACK DESIGN OPTION #1

FULL BLEED →

TRIM LINE →

SAFETY MARGIN →

If your art **BLEEDS** beyond the dashed **TRIM LINE** (extend art beyond the trim 0.125" or 1/8" all around shown in the **BLUE** area). Any image or text inside the blue area will be cut off. Please keep all text inside the **SAFETY MARGIN** area on all sides.

RETURN ADDRESS
STREET ADDRESS
CITY, STATE ZIP

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**POSTAL
INDICIA
GOES HERE**

MAILING ADDRESS AREA
NO ARTWORK
6" X 2"

ROBERTS

RETURN ADDRESS
STREET ADDRESS
CITY, STATE ZIP

! Postal indicia
needs to be at
least 1/16" all
around from trim.

POSTAL
INDICIA
GOES HERE

6" X 4.25" POSTCARD MAILING - BACK DESIGN OPTION #2

PLEASE NOTE:

Addresses located in the white area of this template that are **COMPLETELY ABOVE THE MAILING ADDRESS** in the blue area can be stacked as shown below.

Name
Address
City, ST Zip

If address in white area is **EQUAL OR BELOW MAILING ADDRESS** it must be on one line only.

Name, Address, City, ST Zip

If your art **BLEEDS** beyond the dashed **TRIM LINE** (extend art beyond the trim 0.125" or 1/8" all around shown in the **BLUE** area). Any image or text inside the blue area will be cut off. Please keep all text inside the **SAFETY MARGIN** area on all sides.

FULL BLEED →

TRIM LINE →

SAFETY MARGIN →

! Postal indicia can go in this area as long as it is above and to the right of the mailing address.

MAILING RECIPIENT ADDRESS AREA NO ARTWORK IN THIS AREA 4" X 2.25"

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ROBERTS

RETURN ADDRESS
STREET ADDRESS
CITY, STATE ZIP

6" X 4.25" POSTCARD SELF MAILING - BACK DESIGN

PLEASE NOTE:

Addresses located in the white area of this template that are **COMPLETELY ABOVE THE MAILING ADDRESS** in the blue area can be stacked as shown below.

Name
Address
City, ST Zip

If address in white area is **EQUAL OR BELOW MAILING ADDRESS** it must be on one line only.

Name, Address, City, ST Zip

← **FULL BLEED**

← **TRIM LINE**

← **SAFETY MARGIN**

If your art **BLEEDS** beyond the dashed **TRIM LINE** (extend art beyond the trim 0.125" or 1/8" all around shown in the **BLUE** area). Any image or text inside the blue area will be cut off. Please keep all text inside the **SAFETY MARGIN** area on all sides.

3.25" X 1.5"

**POSTAGE METER
CLEAR AREA
(ONLY IF METERING)**

POSTAL
INDICIA
GOES HERE

! Postal indicia
needs to be at
least 1/16" all
around from trim.

**MAILING ADDRESS AREA
CHECK WITH LOCAL POST OFFICE
3.75" X 2.125"**

! Use this pdf as a guide in your layer. Don't forget to turn off guide layer prior to sending art or it will be printed.

6" x 5/8" FROM BOTTOM MUST BE CLEAR FOR BARCODE STICKER