

8.5 X 11 INVOICE OR FORM

FORMS

Finished size: 8.5" x 11"

ARTWORK ZONES



BLEED

0.125" outside trim
8.75" x 11.25"

TRIM

Finished cut size
8.5" x 11"

SAFE AREA

0.25" inside trim
8" x 10.5"

PRINT-READY CHECKLIST

- **300 dpi**
Images at final placed size
- **CMYK**
Use intended production colors
- **Bleed**
Extend art to the page edge
- **PDF**
PDF/X-4 or PDF/X-1a preferred
- **Fonts**
Embed or outline all fonts
- **Guides**
Remove guide art before output

IMPORTANT

Leave generous writing, numbering and machine-imprint margins.

Confirm whether the form will be handwritten, laser printed, numbered, padded or bound.

EXECUPRINT CUSTOMER CARE

Questions about your artwork?
A real person is happy to help.

661.220.5213 CustomerCare@execuprint.com

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REFERENCE GUIDE - REMOVE BEFORE FINAL OUTPUT