Return Address Area
.25” from the top
.25” from the left

Postage Area

Non-Printing Area (0.25 inch)
This is the outer edge of the envelope. For production reasons, any background, graphics and text put in this area will not print.

Safe Area
Position important text and images inside Safe Area. Elements placed outside this line will not print.

No Bleed Area
Bleed area is not needed or used for this product.

We prefer to receive your final design as a PDF. While exporting to PDF, save with Press Quality (300 dpi) settings to include crop marks.

CORNERSTONE
COPY CENTER
www.cornerstonecopy.com

Artwork Guidelines

Product	12 x 9 Envelope
Size	12 (w) x 9 (h) inches
Side	Front

Barcode Clear Zone
No text or graphics in this area greater than 7% grayscale