

The diagram shows a template for an A4 folder, double-sided. It consists of a large rectangular area divided into two main sections by a vertical line. The left section is further divided into three horizontal panels by two horizontal lines. The top panel is the largest, the middle panel is smaller, and the bottom panel is the smallest. The right section is a single large rectangular area. The entire template is outlined with a thick blue border. A magenta line follows the inner edge of the blue border, defining the 'Trim/Fold' area. A light blue area is defined within the top-left panel, representing the 'Safe Area'.

A4 Folder Double Sided

 Bleed Area

Anything here will be trimmed off.
Remember to extend any colouring or
images into this 3mm bleed area.

 Trim/Fold

Your artwork will be cut on the solid
magenta line. Any images or text
placed outside this area will be
trimmed off.

 Safe Area

Keep all your vital information inside
the light blue area to avoid potential
trimming issues.

**Remember to delete or hide
this layer.**

