

A4 Letterhead

Safe Zone

DO NOT place important text or images beyond the blue border area to prevent trimming.
Anything left outside the blue area may be cut off during trimming.

Trim

This is the actual cut of the final A4 Letterhead design 210mm x 297mm (W x H).

Bleed Zone

2 mm from left, right, top and bottom side:
Make sure to extend the background images or colours all the way to the edge of the black outline.

Please save your artwork without blue, purple and black frames.

Final Size: 210mm x 297mm (W x H)

Size with Bleeds: 214mm x 301mm (W x H).