



A4 210 x 297mm Multi page booklets



Bleed area

This is 3mm beyond the finished size of the document
Any pictures or coloured backgrounds
should go out to this area.



Trimmed area

This is the actual size of your document



Text area

Any text should fall within this area.
It is set at 3mm inside the trimmed size of your document.
This is to allow for small amounts of movement
during the printing / trimming process.

IMPORTANT NOTE

When producing your artwork for a multi page booklet,
it is important that your document is based upon
multiples of 4 pages.

Produce each page as a separate page and in sequence
for the booklet to be produced.

This allows us to impose the booklet in the correct
page order and to insert a larger spine to compensate for
the thickness of the booklet when stitched or perfect bound.

We have automatic systems that insert the 'Spread' on the
spine so please don't attempt this yourself.