

FRONT OF HALF SHEET POSTCARD

BLEED

SAFE ZONE

**THIS TEMPLATE CAN BE USED FOR ANY
SIZE POSTCARD. ADJUST THE DOCUMENT
PAGE SIZE KEEPING:**

BLEEDS = .125" (1/8 IN)

SAFE ZONE = .1875 (3/16 IN)

BACK OF HALF SHEET POSTCARD - **AUTOMATED PRESORT**

BLEED

SAFE ZONE

**FOR AUTOMATED POSTAGE RATES,
OR VARIABLE MAILINGS
(>200 PIECES)
PLEASE KEEP ALL AREAS IN LAVENDER
CLEAR OF ART OR TEXT.**

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POSTCARD. ADJUST THE DOCUMENT PAGE
SIZE KEEPING:
BLEEDS = .125" (1/8 IN)
SAFE ZONE = .1875 (3/16 IN)**

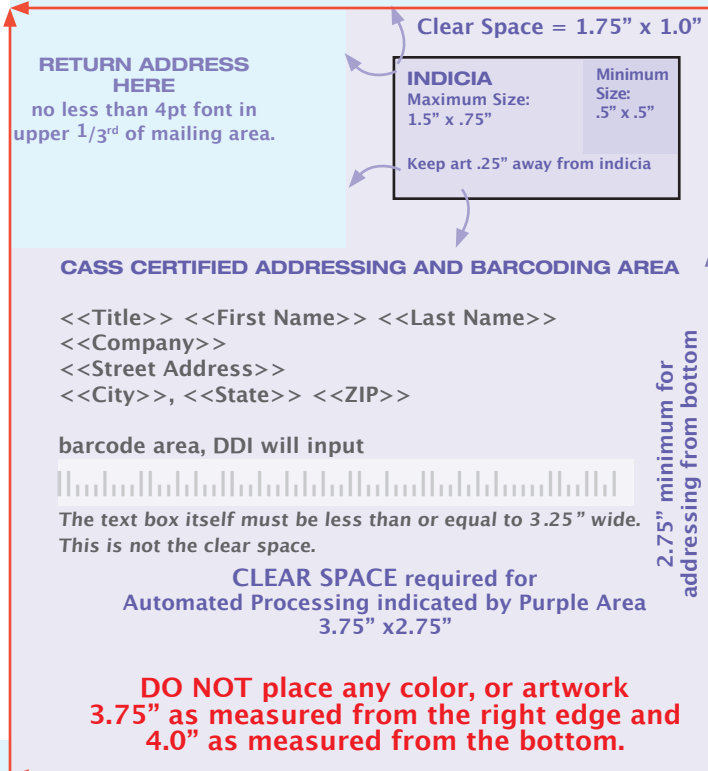
Please, include your data column headers in a separate layer with "<< >>" around each field as shown to the right.

You may include up to four lines in the addressing area, using 10 to 12 pt font.

Please, remember to include all fonts in packaged file, including any used in Photoshop or Illustrator.

Avoid the use of ligatures. Turn off ligatures in default settings.

4" minimum
from bottom



BACK OF HALF SHEET POSTCARD - STAMPED

BLEED

**FOR 1ST CLASS STAMP,
OR VARIABLE MAILINGS
(<200 PIECES)
PLEASE KEEP ALL AREAS IN
LAVENDER CLEAR OF ART OR TEXT.**

RETURN ADDRESS
HERE
no less than 4pt font in
upper 1/3rd of piece.

Clear Space = 3" x .75"

Keep art .25" away from clear space

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ADDRESSING AREA

MINIMUM CLEAR SPACE suggested by DDI
indicated by Purple Area
for Addressing

USPS Requires 4.75" x .625"

DO NOT place any color, or artwork 4.75" as measured from the right edge and .625" as measured from the bottom.