

NAPA RECYCLING & WASTE SERVICES BILLING INSERT LAYOUT SPECIFICATIONS

BLEED DIMENSIONS:

3.75"w x 8.75"h
Any image or colored background must extend beyond the trim size on all sides by .125"

TRIM DIMENSIONS:

3.5"w x 8.5"h
Final size of insert

LIVE CONTENT DIMENSIONS:

3.00"w x 8.00"h
Safety Zone

Keep text and important layout features inside the "safety zone" (live content dimensions above) to insure that any important image or words will not be trimmed off

QUICK REMINDERS

All images must be cmyk at 300 ppi at sized used. Web images are generally too low of resolution for print

No rgb images

No spot colors

Spell-check content

Check that art is centered (where appropriate)

Use "press-quality" setting for final pdf at the above bleed dimensions (if used)

