

Bleed:

If an image or element on a page touches the edge of the page, extending beyond the trim edge, the image needs to bleed. A good rule of thumb is to extend or bleed any element off the edge of the page by 1/8 - 1/4 inch.

Bleed Area = 1/8 - 1/4 inch

Trim:

After a page is printed it enters bindery where it is cut or trimmed to the desired size. The **trim size** of a page is the final size of the page after all of the sides have been cut off.

Safety Zone:

Anything that is not getting cut needs to be within the Safety Zone. This protects important elements from getting cut off when the document is trimmed. This zone is 1/8 inch in from the trim.

Trim Marks

Allow for accurate cutting of the page to the desired trim size.