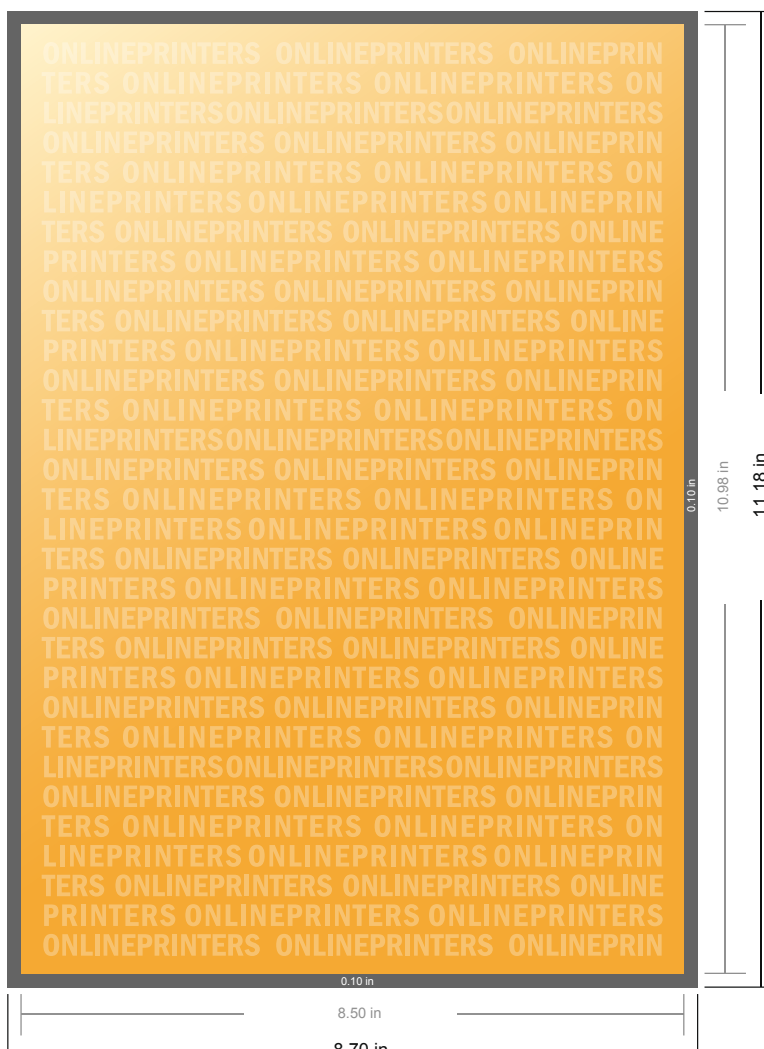
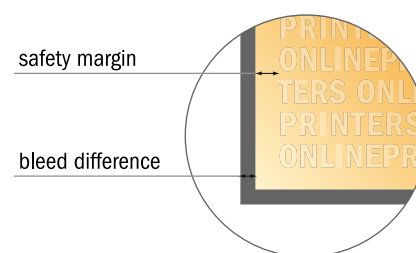


## Letterheads

8.5" x 11"



- **Data format**  
(incl. 0.10 in bleed):  
8.70 x 11.18 in
- **Trimmed size:**  
8.50 x 10.98 in
- **Safety margin**  
Maintaining 0.2 in space between the text/information and the edge of the trimmed format prevents undesirable cuts.



### Please note:

- Allow for trim allowance and safety margin according to instructions.
- Arrange background graphics, images or graphics up to the edge of the data format.
- Tolerances may occur during production due to cutting, punching and folding processes.
- This sketch is not drawn to scale.
- Print Files: Instructions and templates can be found under the menu item "Print Files" at [www.onlineprinters.com](http://www.onlineprinters.com).