

Letterheads

Document Size: 220mm x 307mm
Final Flyer Size: 210mm x 297mm
Colour Mode: CMYK
Resolution: 300dpi

HOW TO USE THIS TEMPLATE

1. Hide the 'Sample Artwork' Layer (for reference should you need it)
2. Apply your design to this template.
3. Once your design is complete remove the 'Sample Artwork' layer from your design.
4. Convert your design to PDF format (recommended but not mandatory)
5. Upload your design and create your order.

IMPORTANT

Please remove the layer 'Sample Artwork' from your final document before uploading and creating your print job online. Officeworks is not liable for documents printed with sample artwork.



Safe Text Area



Final Flyer Size



5mm- Bleed Area

(Please ensure your artwork background covers this area to avoid unwated white edges when your designs area trimmed)