

# A4 Half-Fold Brochure - Outside

Printable Area: 430mm x 307mm  
Colour Mode: CMYK  
Resolution: 300dpi

HOW TO USE THIS TEMPLATE

- 1. Apply your design to this template on the “Your Design” layer
- 2. The layers “Guideline (Please Delete)” and “Instructions (Please Delete)” show you where content can be placed
- 3. Once your design is complete remove the layer ‘Guideline (Please Delete)” and “Instructions (Please Delete)
- 4. Save your design as PDF format with fonts embedded
- 5. Upload your design to the website and create your order

IMPORTANT

Please remove the layers “Guideline (Please Delete)” and “Instructions (Please Delete)” from your document before uploading and creating your print job online. Officeworks is not liable for documents printed with sample artwork. Crop marks are not required, If desired - they cannot extend pass the bleed dimensions.

Key:

Safe area for text  
(410mmx 287mm)

Finished Size  
(420mm x 297mm)

Bleed Area  
(430mm x 307mm)

Fold Line  
(Half-fold)

210mm

210mm

Officeworks Template

Panel 2 - Back Cover

Panel 1 - Cover

# A4 Half-Fold Brochure - Inside

Printable Area: 430mm x 307mm  
Colour Mode: CMYK  
Resolution: 300dpi

HOW TO USE THIS TEMPLATE

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Officeworks Template

Panel 3 - Inside Left

Panel 4 - Inside Right