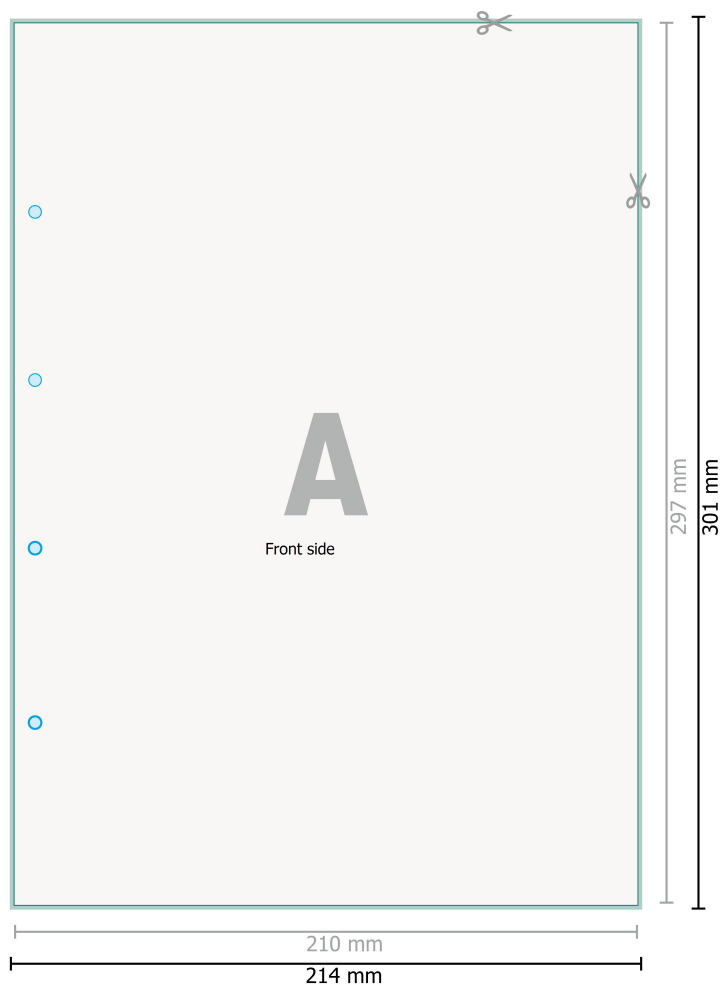


Letterheads, A4, printed on one side



● Optional drilled holes

Dataformat (incl. 2 mm bleed):

21,4 x 30,1 cm

bleed:

2 mm

Trimmed size:

21 x 29,7 cm

Safety margin:

4 mm

Maintaining space between the text/information and the edge of the trimmed format prevents undesirable cuts.

Explanation of symbols

■ Bleed

A Reading direction

— Trimmed size

— Data format

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.

Printing data: Instructions and templates can be found under the menu item *Printing data* at www.onlineprinters.co.uk