

## Style 934 - Document Sleeve (4-½" x 9")

Please add 1/8" bleed to all outside edges (extend your artwork to the red line). This means if your artwork goes to the edge of the template, overlap it by 1/8" on all outside edges.

**Do not flatten your artwork layer with the template layer!** Keep this file as a layered document, with our template on one layer and your art on consecutive layer(s).

When you are finished, upload your file when you place your order, or call us at (800) 346-3063 for instructions on how to FTP this file to us.

**Bleed Line**  
**Product Outline**

*\*Colors are approximate\**

