

A4 Leaflet

A4 Roll Folded to 1/3 A4

Flat size	Flat with bleed	Finished size	Fold / crease	Panel widths
297 x 210mm	303mm x 216mm	99mm x 210mm	98mm, 197mm	98mm, 99mm, 100mm

Design Guidelines

We can accept artwork files sent by email that are <10MB to creative@idsmedia.co.uk, otherwise please send via a download link (We Transfer).
All images must be a minimum of 300dpi.
Always incorporate bleed into your job at 3mm full size.
Unless specified all colour printing is full colour and should be completed and saved in CMYK.
Fonts To be supplied.

Adobe InDesign - All fonts to be converted to outlines where possible Package artwork & ensure all images/fonts are collected
Adobe Photoshop .eps/.psd/.jpg - to be CMYK. Flatten all layers where possible.
Adobe Illustrator - Please supply .eps files Ensure any linked files are supplied & all fonts to be converted to outlines or font families supplied.
Adobe Acrobat PDF file

Please note we cannot accept artwork in Microsoft Word, Excel or PowerPoint.
Proofs will be sent as PDF
Production Queries: Please email creative@idsmedia.co.uk



A4 Leaflet

A4 Roll Folded to 1/3 A4

Flat size

297 x 210mm

Flat with bleed

303mm x 216mm

Finished size

99mm x 210mm

Fold / crease

98mm, 197mm

Panel widths

98mm, 99mm, 100mm



Bleed Area

This area will be removed. Extend any colour or images into this 3mm bleed area.



Trim Line

Finished print size.



Safe Zone

All text should be kept within this area.

INSIDE FOLD

BACK COVER

Outside Spread

FRONT COVER

Inside Spread

Fold / crease

98mm, 197mm

Panel widths

98mm, 99mm, 100mm

INSIDE PAGE

INSIDE PAGE

INSIDE PAGE