INSIDE FRONT COVER

Presentation Folder - A4 Single Pocket 5mm Gusset - INSIDE
Only for Outside and inside printing
Folded 225 x 319mm | flat sheet 543.8 x 406.97mm + 3mm bleed
Pink = hidden once the folder is made up
Text and logos inside the green lines
GUIDES layer: hide or delete before saving

SPINE

INSIDE BACK COVER

COVERED BY
THE SIDE FLAP

BACK OF
SIDE FLAP
not seen

COVERED BY THE POCKET

BACK OF THE POCKET
not seen

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Artwork Specification - Marketing Materials

PRESENTATION FOLDERS

A4 Single Pocket 5mm Gusset Inside template

THIS TEMPLATE

- A4 Single Pocket 5mm Gusset, folded 225 x 319mm (flat sheet 543.8 x 406.97mm). Page 1 is your working artboard at 549.8 x 412.97mm - the flat folder plus 3mm bleed, seen from the INSIDE (the Outside file turned over, so it is mirrored left to right).
- The magenta line is the cut line (spot colour DIELINE) and the blue dash-dot lines are the folds, both from our folder supplier's die for this exact style, business card slits included. You do not need to draw either.
- Green dashed lines = safe zones, one per panel. Keep all text and logos inside them - 3mm clear of every cut and fold.
- Extend background colours and images out to the blue bleed line, 3mm past the cut, so no white edge shows after die cutting.
- Only for Outside & inside printing: this is page 2 of your PDF, after the Outside page.
- Pink areas are hidden once the folder is made up: the back of the pocket and side flap and the parts of the inside covers they fold over. Backgrounds can run through them; keep text and logos out.
- Seen from the inside, the inside front cover is on the left and the inside back cover is on the right.

ADOBE ILLUSTRATOR / AFFINITY / INDESIGN

- Open the PDF - page 1 is the artboard. The guides sit on their own layer named GUIDES.
- Design on the YOUR ARTWORK layer, under the guides.
- Before saving: delete (or hide) the GUIDES layer, convert all fonts to outlines, and check your document colour mode is CMYK.
- Export as PDF (PDF/X-4 or Press Quality) at 100% scale with 3mm bleed and crop marks.

CANVA

- Create a design with custom size 549.8 x 412.97mm (trim + bleed - this exact page size).
- Upload the matching PNG guide overlay from this pack, place it to fill the page, and lock it while you design.
- Keep text inside the green zone; run backgrounds to the page edge. Delete the overlay, then Share > Download > PDF Print, CMYK if available.

FILE REQUIREMENTS

PDF

- All files must be supplied in CMYK format
- All fonts converted to outlines (paths/curves) and/or supplied
- All elements must be linked, please ensure they are embedded
- Files to be supplied at 100% scale unless otherwise specified
- 3mm Bleed
- Keep important text/graphics at least 3mm inside the trim edge
- If using borders, make them at least 5mm thick

Scodix Finish

- Areas that require scodix finish needs to be copied to a new PDF file and updated as MAGENTA spot colour named 'SCODIX'

Sending Us Your Files

- Files up to 20MB can be uploaded online before checkout.
- Files over 20MB can be shared to printshop@paperlust.co via Google Drive / Dropbox.

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