



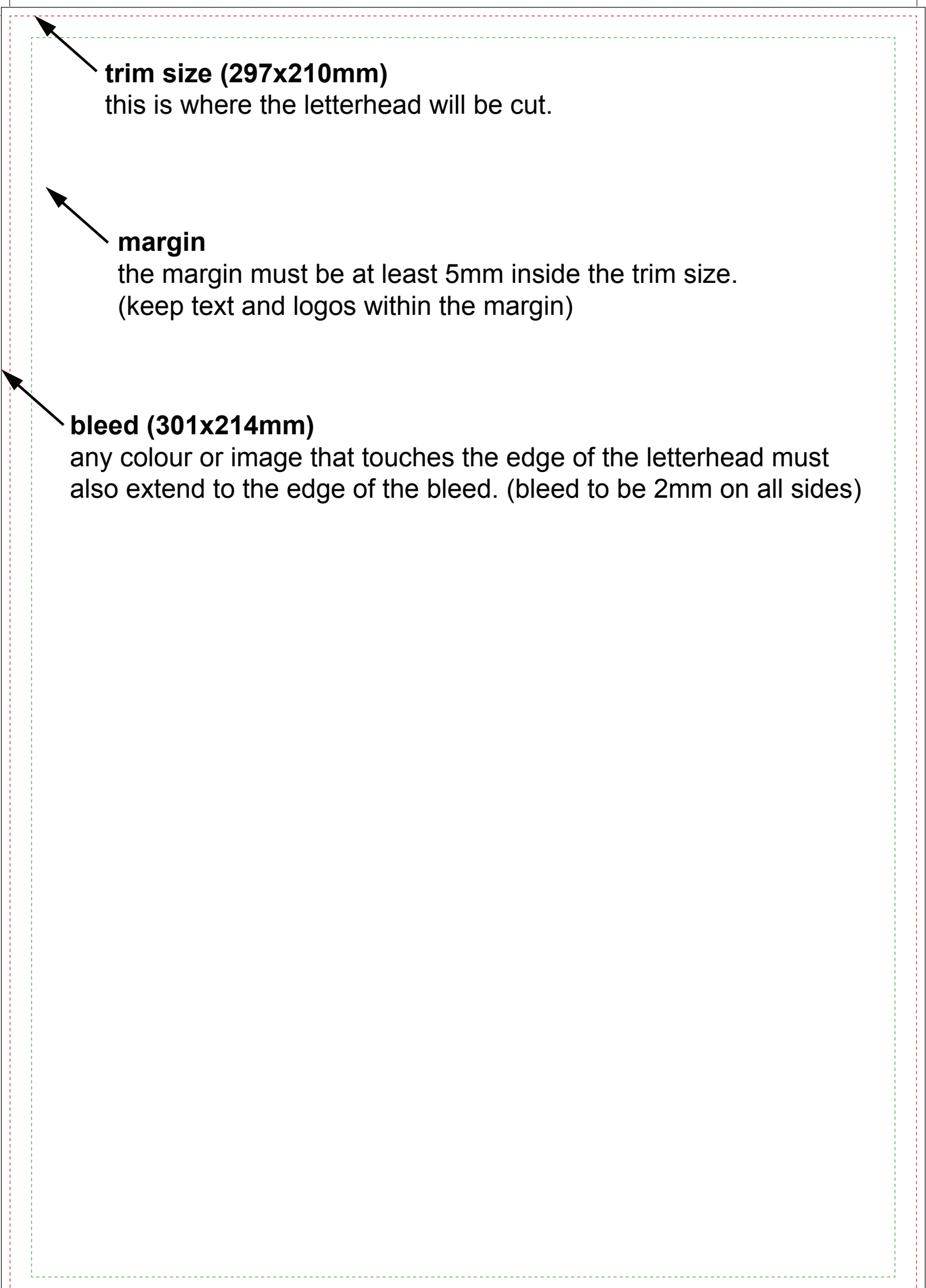
trim size (297x210mm)

this is where the letterhead will be cut.



margin

the margin must be at least 5mm inside the trim size.
(keep text and logos within the margin)



bleed (301x214mm)

any colour or image that touches the edge of the letterhead must also extend to the edge of the bleed. (bleed to be 2mm on all sides)