



Soft Cover and Divider Template


Please use this guide when submitting your cover or dividers electronically.

- The Soft Cover/Divider trim dimensions are 5.5" x 8.5" as represented by the green area.
- If you want your art to bleed, your artwork should be submitted 5.75" x 8.75" as shown by the blue border. Keep in mind all elements in the blue area will be trimmed off in production. Keep wording and other critical elements (like people's faces) within the white area so they are well clear of the trim edge.
- If you do not intend to have your artwork bleed, all text and images must stay within the 4.68" x 7.88" image area (white).
- No wording or any essential part of the art should fall in the $\frac{3}{8}$ " binder punch area, represented by the heavy dashed line to the left. (For back covers, this $\frac{3}{8}$ " area will be to the right.)

 = bleed area

 = margin area

 = image area

 .375" ($\frac{3}{8}$) punch area

7.88"

4.68"

8.75"

5.75"

5.5"

8.5"