



## Insert Signs

Finished Size: 23.875" x 23.875"

Bleed Size: 24" x 24"

Please allow 1/8" or 0.125" cutting tolerance all around.

### SAFE ZONE

All critical elements (text, images, graphics, logos. etc.) must be kept inside the green box.

Keep all elements away at least 1/2" or 0.5" from the green line.

### FINISH ZONE

Please allow 1/8" or 0.125" cutting tolerance all around. We do not recommend having borders due to shifting in the cutting process, which may cause borders to appear uneven.

### BLEED ZONE

Make sure to extend the background images or colors all the way to the edge of the blue line.

1/8" or 0.125" bleed on each side is our requirement.

### IMPORTANT

Please remove or hide our guidelines/instructions before saving your files, or else they will be printed.

All text should be converted to outline.

Agent print is not responsible for guides layer left in customer's document