

Green line denotes
Inside Margin

Pink line denotes
Outside Bleed Margin

Gray line denotes
Die Cut

▲ **TOP** (MAIL SIDE ONLY) ▲

The diagram illustrates the layout of a mail piece with the following components:

- Margins:** A green line denotes the Inside Margin, and a pink line denotes the Outside Bleed Margin. A gray line denotes the Die Cut.
- Return Address Area:** A gray shaded area on the right side of the mail piece. It contains the text:
Return Name
Return Address
Return City, State Zip
- Postage Area:** A white rectangular area on the right side of the mail piece, containing the text:
PRSRT STD
U.S. POSTAGE
PAID
GARDNER, KS
PERMIT NO. 37
- Dimensions:**
 - A horizontal dimension line indicates a width of *4" min.* for the return address area.
 - A vertical dimension line indicates a height of *2" min.* for the postage area.
 - A vertical dimension line indicates a height of *.625"* for the bar code zone.
- Bar Code Zone:** A dark gray shaded area at the bottom of the mail piece, containing the text:
*Bar Code Zone - NO PRINTING
MUST REMAIN WHITE*