



 **3mm Bleed area**
This will be trimmed off during the finishing process.

 **10mm Safe Zone**
Place all text, images (unless you want them to bleed), or important graphics within this area to avoid them being trimmed off during the finishing process.

 **Trim Line**
This is the finished size of the page.

 **Spine**
This is the edge of the book, to determine the width this needs to be, use our Spine Calculator located at: www.flexpress.co.uk/spine-calculator/

 **Inside Spine**
This is where the pages are bound onto the cover. Anything printed here will not be visible, and should be left blank.

BACK COVER

SPINE – WIDTH WILL CHANGE DEPENDING ON PAGE QUANTITY/THICKNESS

FRONT COVER

INSIDE FRONT COVER

INSIDE SPINE – BINDING AREA – ANY GRAPHICS HERE WILL NOT BE VISIBLE

INSIDE BACK COVER