



Step 1: Ensure the Layers palette is visible (Window - Layers).

Step 2: In the Layers Palette click on 'Artwork' layer.

Step 3: Place your artwork (File - Place).

Step 4: Make sure your artwork adheres to the bleed and margin guides (see below).

PINE LINE = FINAL TRIMMED SIZE GUIDE BLU LINE = BLEED GUIDE

Bleed = When the artwork is meant to touch the edge of the trimmed final size bleed is required. Elements such as textures, photos, graphics are common items that use bleed.

Final trimmed size = This is the final size that the product will be.

