

Your Return Address
Your Street
Your City, ST 12345



Postage Area
(if using a stamp, Return
Address is required)

#10 WINDOW ENVELOPE

Finished Product Size: 9.5"W x 4.125"H

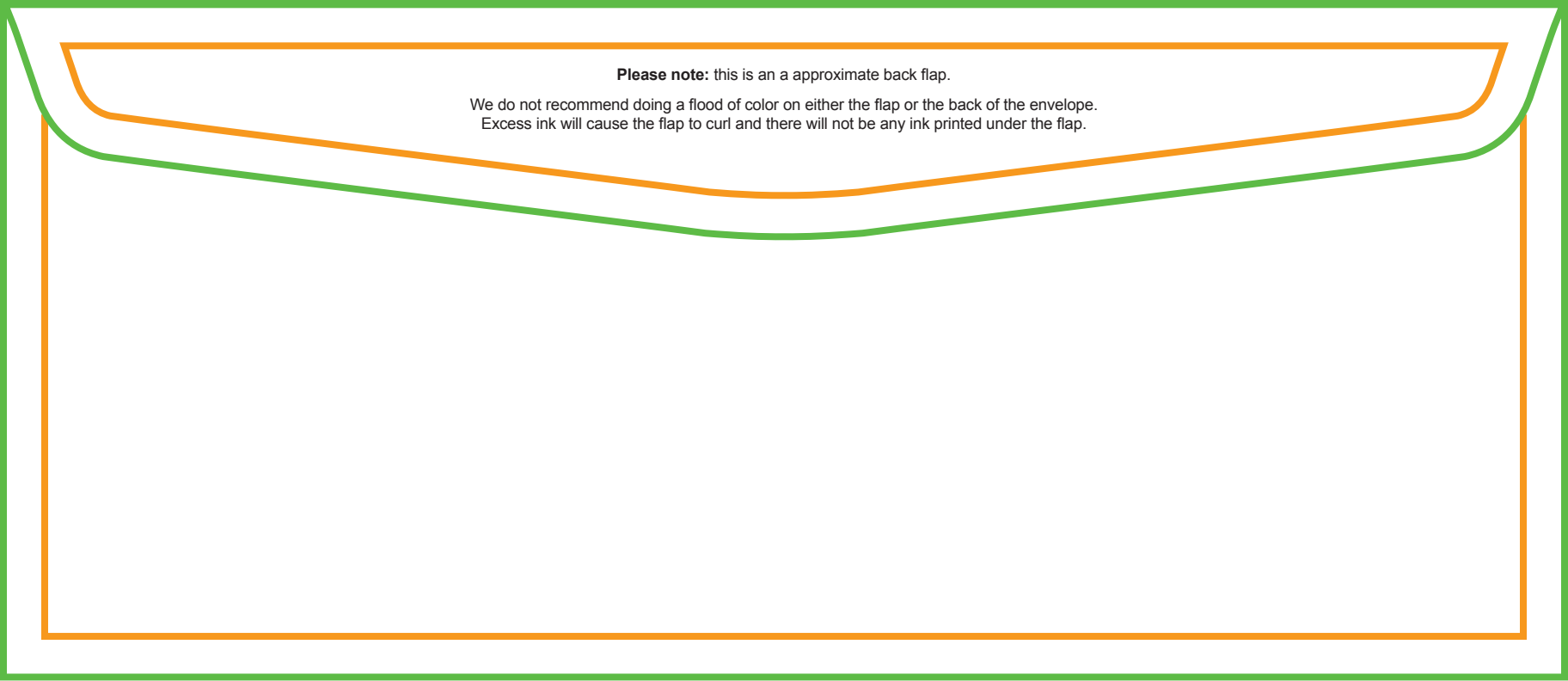
Window Area

SAFE MARGIN: Your file needs to include a 0.25" safe margin necessary for production. Safe margin is the area around the edge of the sheet. If the safe margin is not included in document setup, there is a chance that the art close to the edge will get cut off, due to machine shift during cutting. This happens because there is a tolerance when cutting the printed piece. For more information on cutting tolerance, visit our website: smartpress.com/support/printing-basics/cutting-tolerance.

CUT LINE (FINISHED SIZE): This is where your artwork will be trimmed.

BLEED: We are unable to have artwork bleed on envelopes.

ADDITIONAL INFORMATION: For more information on envelope printing, visit our website: smartpress.com/support/product-faq/envelope-printing-faq or smartpress.com/support/direct-mail/mailling-design-guidelines#envelope-mailling-design-guidelines-diagram.

A diagram of the back of an envelope. It features a large orange rectangular border representing the envelope's body. Inside this border, at the top, is a smaller orange shape representing the back flap. The flap is rectangular with a small notch at the top-left corner and a small protrusion at the top-right corner. A green line follows the bottom and side edges of the flap, indicating its fold. The text is centered within the flap area.

Please note: this is an a approximate back flap.

We do not recommend doing a flood of color on either the flap or the back of the envelope.
Excess ink will cause the flap to curl and there will not be any ink printed under the flap.