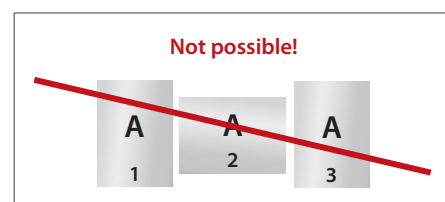
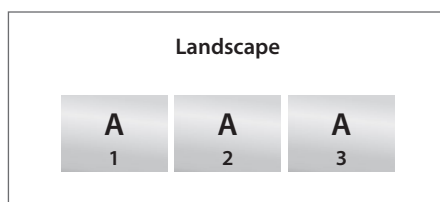
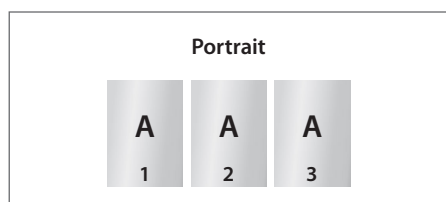


## Information

### › Format orientation

- Deliver **all** document pages (1. 2. 3 etc.) in your chosen and the same format orientation: Portrait or landscape
- It is not possible to mix portrait and landscape
- The format orientation needs to be created in the design programme - please do not rotate any of the pages in the print PDF
- Format orientation must match the read direction in the file

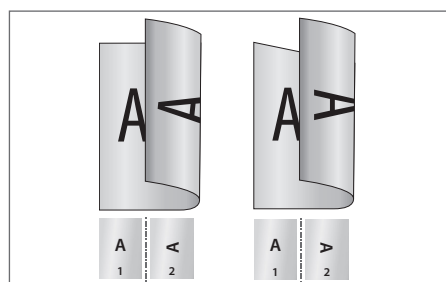


### › Document page order

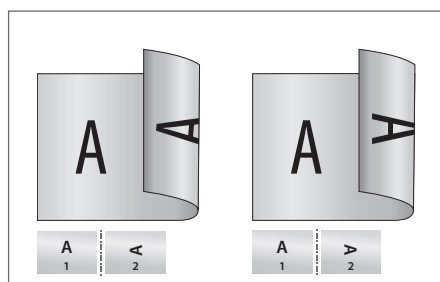
Document page sequence must be in chronological order, starting with document page 1 / title

### › Different read directions in design for double sided prints

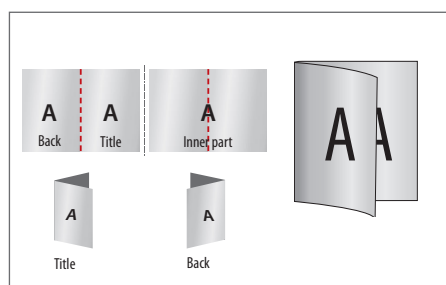
Please be aware that, in case of a different read direction (A) in a double sided print, the unfinished flat sheets are rotated 180 around their vertical axis. Please choose the orientation (rotation) accordingly in your design.



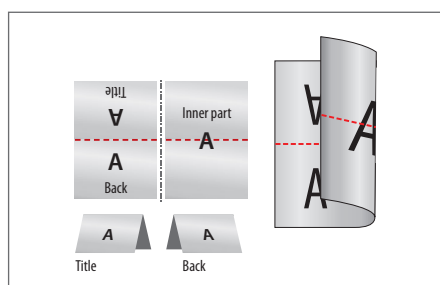
Portrait



Landscape



Portrait single fold

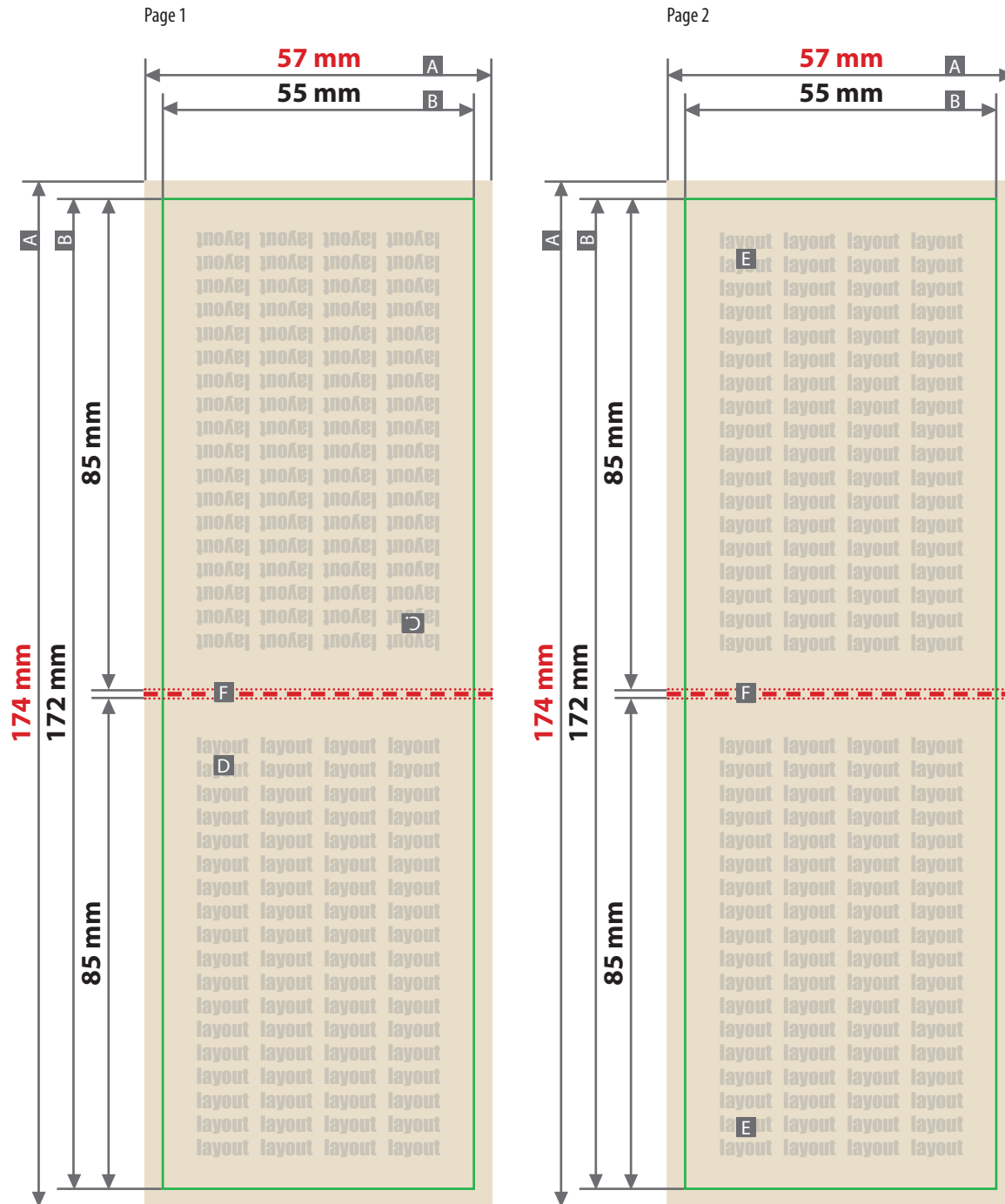


Landscape single fold

### › Questions and help

We are here to help: call our customer service centre today.

**Folded business card**  
format portrait, fold on the narrow side

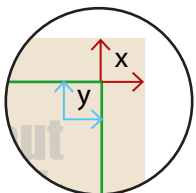


Sketches are not to scale

Folded finished format  
**55 mm x 85 mm**

Bleed (x)  
**1 mm**

Safety distance (z)  
**3 mm**



- A = Artwork format
- B = Finished format
- C = Title
- D = Back
- E = Inside
- F = 2mm groove width

**!** Please observe the alignment of your layout / reading direction of the front and back

Inside (E):  
The readability of the text, logos and other important elements can be compromised by the grooved area.

Please create backgrounds and images with edges up to the edge of the data format in order to avoid white borders.