



# Does Your File Bleed?

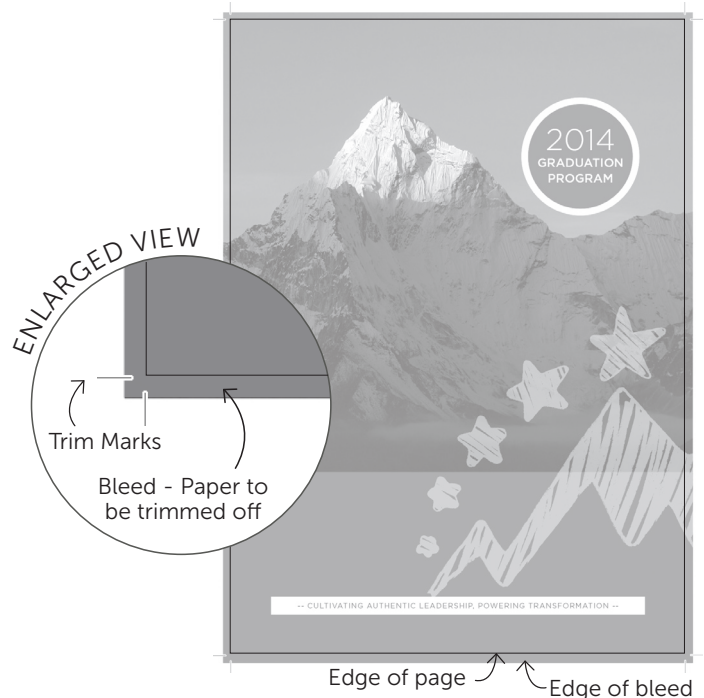
Bleed is a printing term that refers to printing that goes beyond the edge of the paper before trimming. In other words, the bleed is the area to be trimmed off.

Digital printers and printing presses cannot print to the edge of a sheet of paper. If you want your file to print to the edge without a white border the design needs to extend beyond the final size of the page and must be printed on a larger sheet and then trimmed.

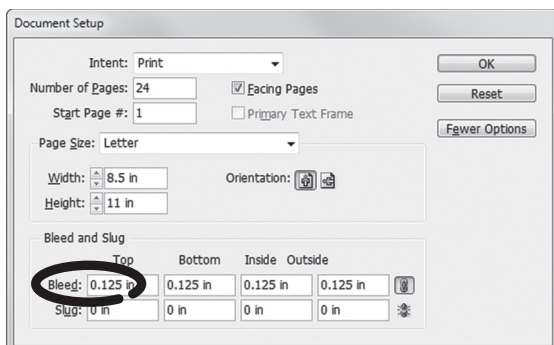
This example was created using Adobe® InDesign, however, you can follow the same basic process in most layout software.

- 1 Go to File > Document Setup and insert .125 inches into the four "Bleed" text fields. Click OK. This creates a bleed guide for you.
- 2 Make sure your design extends past the bleed guides in the layout.
- 3 Choose File > Export > Adobe PDF. Click on Marks and Bleeds, then check "Crop Marks" and "Use Document Bleed Settings." Click Export.

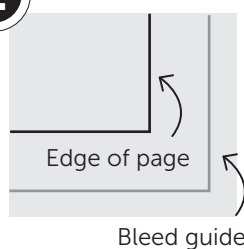
*Note: Bleeds can be achieved in other programs as well. You may have to make crop marks manually but the important point is the page needs to be oversized to allow for the design elements to extend beyond the final trimmed page.*



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