**1** **TRIM**
Make your document size be the final
**TRIM** size of **5 inches x 7 inches**

**2** **SAFE**
All important text/information needs to be within this area.
Set document margins (or draw guides) for the **SAFE** are to be
0.3 inches in from trim

TOP: 0.3 inches
LEFT: 0.3 inches
BOTTOM: 6.7 inches
RIGHT: 4.7 inches

Final size of **SAFE** area would be **4.4 inches x 6.4 inches**

**3** **BLEED**
If you have elements that go all the way up to the edge
of the **TRIM** size (such as a block of color, or a photo), you will
need to provide **BLEED**. Set document margins (or draw guides) for the
**BLEED** are to be .125 inches **BEYOND** the **TRIM**.

TOP: -0.125 inches
LEFT: -0.125 inches
BOTTOM: 7.125 inches
RIGHT: 5.125 inches

Final size of **BLEED** area would be **5.25 inches x 7.25 inches**

**Be sure to export PDF with
crop marks and 1/8" bleed.**