

# Front Cover (Page 1)

## **Book Guidelines:**

- 1) Build pages in Adobe InDesign or Quark Xpress at final trim size of a single page (8.5 x 11).
- 2) All pages with bleed as necessary. Use 0.125 inch bleed.
- 3) The dash border represents the trim and everything beyond this line will NOT print.
- 4) DO NOT BUILD JOB WITH PAGES AS SPREADS.  
NO READER OR PRINTER SPREADS.
- 5) Number of pages in files must match number of pages in the book. Include blank pages if necessary.
- 6) Pages must be in sequential order, for example, pages 1 through 8 for an 8-page book (as this template).
- 7) Supply single page high-res PDFs with bleed and fonts embedded.

Inside Front Cover (Page 2)

Page 3

Page 4

Page 5

Page 6

# Inside Back Cover (Page 7)

Outside Back Cover (Page 8)