

## What is a Bleed?

A bleed is when an interior page has photos, boxes, text or images that are intended “touch” or extend off the edge of the page.

The diagram illustrates a page layout with a blue background and a central image of a bird in flight. A dashed line represents the 'Trim Edge', and a solid magenta line represents the 'Bleed Area'. The 'Bleed area = .125"' is indicated at the top right. The 'Margins .75"' are indicated in pink text at the top right of the magenta box. A pair of scissors is shown cutting along the trim edge. The 'Page Width' and 'Page Height' are indicated by arrows at the bottom and right respectively.

**Bleed Area**  
The area on the outside of the dotted line will be trimmed off during production. Your image must extend through this area to prevent white slivers from appearing on the edge of your pictures.

**Trim Line**  
The dotted line shows your final book size. This is where we will trim your pages to your requested book size.

**Margins**  
To prevent trimming any important content, we recommend margins of at least .75 inch, and require no smaller than .5 inch on all sides from trim area.

**Set Document Size:**  
Add .25in to your width  
Add .25in to your height

Submitted PDF Size	Final Trim Size
5.5x8.5	= 5.25x8.25
5.75x8.75	= 5.5x8.5
6.25x9.25	= 6x9
8.5x10.5	= 8.25x10.25
8.75x11.25	= 8.5x11

## What if I don't set up a bleed area?

During the printing and binding process, slight movement occurs. Although this movement is small, (if you don't set up a bleed area) you might see thin white lines that vary in width along the edge of the interior pages in your finished books. Thicker books (more pages) will have more white.

# How to Set up Bleeds

When designing your pages in any software, content intended to bleed (“touch” the edge of the page) should extend off the page by .125 (1/8 inch).

## Adobe InDesign

**1.** In Document Setup set your document size to the final trim size of the book. Set your bleeds and slug settings like the sample provided. All bleeds should be set to .125 (1/8 inch).\*



When you are ready to make a PDF:

**2.** Select your desired export setting (recommended PDF/X-4 or the newest PDF preset you have available).

**3.** Under Export Adobe PDF options select Marks and Bleeds on the side menu. Make sure “Use Document Bleed Settings” is selected under Bleed and Slug. Compare your Marks and Bleeds Page to the preview shown here. Make sure no Marks boxes are selected.

**4.** Select Export. After your PDF is created please review your PDF file carefully. Check your PDF after the export is complete. The dimensions should be your requested trim width with an additional .25” and your height is your requested size with an additional .25”.

\*We do not print gutter (inside) bleeds. Toner in the gutter will compromise the binding adhesive. We will remove your gutter bleeds before printing. You may omit the gutter bleed from your document and submit your PDF with only a .125 bleed area on the three outside edges if your software has the capability to do so. Otherwise we will make this adjustment when we prepare your file for printing.

