

## Letterheads

21 x 20 cm



- **Data format**  
(incl. 2.00 mm bleed):  
21.40 x 20.40 cm
- **Trimmed size:**  
21.00 x 20.00 cm
- **Safety margin**  
Maintaining 4 mm space between the text/information and the edge of the trimmed format prevents undesirable cuts.



### Please note:

- Allow for trim allowance and safety margin according to instructions.
- Arrange background graphics, images or graphics up to the edge of the data format.
- Tolerances may occur during production due to cutting, punching and folding processes.
- This sketch is not drawn to scale.
- Printing data: Instructions and templates can be found under the menu item "Printing data" at [www.onlineprinters.com](http://www.onlineprinters.com).