IF POSTCARDMANIA IS MAILING YOUR POSTCARDS

If you have chosen PostcardMania to complete your mailing these layout specifications MUST be followed. This is to ensure the postcards are not returned due to incorrect layout.

OPEN AREA – PUT COPY / INFO HERE

MAILING ADDRESS AND STAMP AREA
– This area is where the intended recipient's address will go.
– Check with your local post office for the minimum clear area.
– The smaller light blue area is where the stamp or indicia will go.

POST OFFICE ADDRESS SCAN AREA
– Placing a full address (other than your intended recipients) anywhere below the dashed line could result in the postcard being mailed to that address.
– Any address in this area cannot contain a zip code OR must be in REVERSE TYPE

BACK - Option #1
(MATTE SIDE-NO GLOSS)

8.5" x 6" POSTCARD
POSTCARDMANIA MAILING

If your art BLEEDS (extends to the edge of the paper after trimming) you must extend the art 1/8" past the TRIM LINE to the GREEN area shown. Any image or text inside the green area will be cut off.

Your text should not extend beyond the RED SAFETY area on all sides.

6" x 4.25" POSTCARD
POSTCARDMANIA MAILING

MAILING ADDRESS AREA
LEFT EMPTY

4.00 X 2.25

Graphic not to scale, for representation only. Visit www.postcardmania.com for templates.
IF POSTCARDMANIA IS MAILING YOUR POSTCARDS

If you have chosen PostcardMania to complete your mailing these layout specifications MUST be followed. This is to ensure the postcards are not returned due to incorrect layout.

OPEN AREA – PUT COPY / INFO HERE

MAILING ADDRESS AND STAMP AREA
- This area is where the intended recipient’s address will go.
- Check with your local post office for the minimum clear area.
- The smaller light blue area is where the stamp or indicia will go.

POST OFFICE ADDRESS SCAN AREA
- Placing a full address (other than your intended recipients) anywhere below the dashed line could result in the postcard being mailed to that address.
- Any address in this area cannot contain a zip code OR must be in REVERSE TYPE.

BACK - Option #2
(MATTE SIDE-NO GLOSS)

8.5” x 6” POSTCARD
POSTCARDMANIA MAILING

If your art BLEEDS (extends to the edge of the paper after trimming) you must extend the art 1/8" past the TRIM LINE to the GREEN area shown. Any image or text inside the green area will be cut off.

Your text should not extend beyond the RED SAFETY area on all sides.

6” x 4.25” POSTCARD
POSTCARDMANIA MAILING

RETURN ADDRESS HERE
NO LARGER THAN 5.5PT

MAILING ADDRESS AREA
LEFT EMPTY
8.50 X 1.75

RETURN ADDRESS HERE
NO LARGER THAN 5.5PT

MAILING ADDRESS AREA
LEFT EMPTY
6.00 X 1.75

FULL BLEED

TRIM LINE

SAFETY

STAMP/INDICIA

Graphic not to scale, for representation only. Visit www.postcardmania.com for templates.
IF YOU ARE MAILING YOUR OWN POSTCARDS

If you have chosen to complete your own mailing these specifications **MUST** be followed. This is to ensure the postcards are not returned due to incorrect layout.

OPEN AREA – PUT COPY / INFO HERE

MAILING ADDRESS AND STAMP AREA

- Area at the bottom of the card must also be left clear.
- This is where the intended recipient's address will go.
- Check with your local post office for the minimum clear area.
- The smaller light blue area is where the stamp or indicia will go.

POSTAGE METER AND BARCODE AREA

- Area at the top is where the postage meter will go.
- Area at the bottom of the card must also be left clear.
- This is where the post office will place the barcode.
- Area at the top is where the the postage meter will go.

POST OFFICE ADDRESS SCAN AREA

- Placing a full address (other than your intended recipients) anywhere below the dashed line could result in the postcard being mailed to that address.
- Any address in this area cannot contain a zip code OR must be in **REVERSE TYPE**

**BACK**
(MATTE SIDE-NO GLOSS)

**8.5" x 6" POSTCARD**

POSTCARDMANIA NOT MAILING

If your art **BLEEDS** (extends to the edge of the paper after trimming) you must extend the art 1/8" past the TRIM LINE to the **GREEN** area shown. Any image or text inside the green area will be cut off.

Your text should not extend beyond the **RED SAFETY** area on all sides.

**6" x 4.25" POSTCARD**

POSTCARDMANIA NOT MAILING

3.25" x 1.5"
Postage Meter CLEAR AREA

STAMP/INDICIA

**RECOMMENDED MAILING ADDRESS AREA**

3" x 2.75"

CHECK WITH YOUR LOCAL POST OFFICE FOR MINIMUM CLEAR AREA

5/8" from bottom for barcode sticker CLEAR AREA

STAMP/INDICIA

FULL BLEED

TRIM LINE

SAFETY

2.75" CANNOT CONTAIN A FULL ADDRESS WITH STATE AND ZIP CODE

Graphic not to scale, for representation only. Visit www.postcardmania.com for templates.