Recipient First Name
Recipient Last Name
Recipient Company
Recipient Address Line1
Recipient Address Line2
Recipient City
Recipient State
Recipient Postal Code

Customizable Message

Sender First Name
Sender Last Name
Sender Title
Sender Email
Sender Phone

Image fields:

QR Url

Logo Url

Headshot Url

Signature Url

Create your own layout using any or all fields listed.
Do not include fields you don't need.

The card you create may be one or two sided and use landscape
or portrait orientation.

If you need additional fields it will require a custom template.
Please review your service package.

RETURN ADDRESS AREA

Traditional location for return address but can be relocated.

6" x 9" Postcard

6.25" x 9.25" Bleed Size
Artwork should be submitted at this dimension to allow for trimming

6" x "9 Trim Size

6.125 x 9.125 min bleed edge

5.875" x 8.875" Safe Zone
Content this side of line

If you are creating a mailing product, do not allow artwork to overlap this area.

MAILING SERVICES ADDRESS AREA

USPS RESERVED ZONE

MAILING SERVICES BARCODE AREA

Name of Project:

This is a full list of standard fields (all fields may not apply to your artwork) - please use this form to note any default values, formatting or logic requirements along with your artwork to help us create the best product for you.

Recipient First Name

Recipient Last Name

Recipient Company

Sender First Name

Sender Last Name

Sender Title

Sender Email

Sender Phone

Customizable Message

Call To Action

Call to Action 2

Headline

Headshot*

Signature*

QR Code

Logo*

MAILING FIELDS

Address 1

Address 2

City

State

Postal Code

Country (by default this will not be included if the send is domestic only)

INCLUDED LOGIC

Additional logic to include - please note your preferences:

Greeting Preference

Other:

* Please note, your resources can NOT be stored on a secure server (https), we will not be able to access them.