

Page Height: 8 1/4" (available to you)  
Page Width: 4" (trim size)

Allow 1/8" bleed on outside edges left and right, beyond trim line.

Critical copy margin: 1/4" on outside edge, left and right, and in gutter

FYI: The actual page height is 9", so your meeting planner segment will be inset vertically on the page. We will add a 3/8" border, top and bottom, to all meeting planner pages, bringing the final page trim size to 4" wide x 9" high. The border color will be the same for all meeting planner advertisers, as a means of distinguishing the meeting planner section of the book.

*Meeting Planner info will go in this block. Advertiser will supply info on form provided; we will format it in-house, so that presentation is consistent for all Meeting Planner advertisers*

Block size: 3.5" wide x 3.65" high. Bottom edge of block will be 1/4" inch from bottom edge of your 8 1/4" page.

Meeting Planner Info Block

Bleed

Critical Copy Margin

Critical Copy Margin