

## Direct Mail Letter Envelope Template - Addressing Side

9.5" wide x 4.125" tall

← **ENVELOPES CANNOT BLEED OFF THE EDGE**  
KEEP ALL IMPORTANT INFO AT LEAST .125" FROM EDGE

**REMEMBER:** WHERE WILL  
WE PUT THE UNION BUG?

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**LEAVE CLEAR  
FOR  
MAIL PERMIT**

**LEAVE CLEAR FOR ADDRESSING AREA**