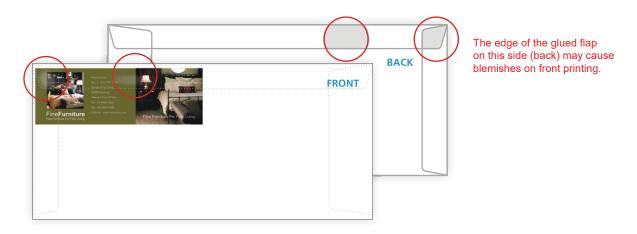
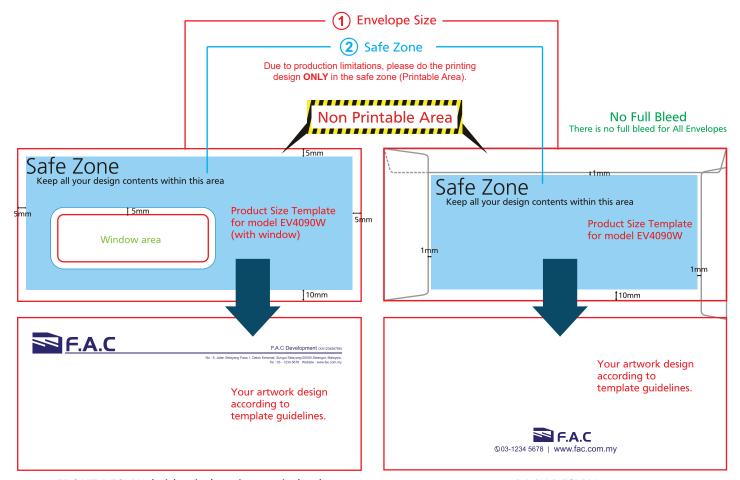
IMPORTANT NOTE

As all designs are offset printed over ready-made envelopes, it is not advisable to print the front top portion with large images or in solid colour



GUIDELINES

- 1. **NOTE:** Before designing your envelope, we strongly advise you to check with POS Malaysia for the latest envelope/mailing requirements EXCARD's and we are not responsible for any complication that may arise due to your failure to adhere to POS Malaysia's envelope/mailing guidelines.
- 2. Please refer to the guidelines below while designing your envelope.
- a. Pocket Envelope (Side open)



FRONT DESIGN (with window / non-window)

BACK DESIGN



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BACK DESIGN

b. Wallent Envelope (Top open) 1 Envelope Size 2 Safe Zone Due to production limitations, please do the printing design ONLY in the safe zone (Printable Area). No Full Bleed Non Printable Area There is no full bleed for All Envelopes 10mm Safe Zone Keep all your design contents within this area Safe Zone Keep all your design contents within this area **Product Size Template** ∫5mm for model OP8642W (with window) Window area **Product Size Template** for model OP8642W ‡5mm 15mm F.A.C F.A.C Development (xx1 Your artwork design according to template guidelines. Your artwork design according to template guidelines.



FRONT DESIGN (with window / non-window)