Bleed Area: This is where any backgrounds need to extend to.

Final Size: This is the final size of the product.

Guide Area: This is where any images or text needs to be contained within.

Use Layers Panel.
All elements can be turned on and off.

Artwork.
This is a layer for you to create your artwork on.

Proof Overlay.
This is a final check for you to use, to make sure all of your artwork registers with our template.

Please turn off Proof Overlay and Template Explanation layers, before sending any artwork.

Save all of your files as high res PDF files.