



Printing notes and instructions for:

Services Coordination (trifold brochure)

Size: 8.5" x 11" (unfolded), folded to 8.5" x 3.67"

Color: Full color

Printing: Print on both sides

Paper Weight: Recommended paper weight is 100 lb cover stock (or equivalent)

Instructions: Ensure alignment of folds and correct orientation of content.

Recommended: Request a digital proof for approval before printing

These instructions provide guidance to your print provider to ensure the documents are printed correctly and meet your specifications. Adjustments may need to be made based on specific printer requirements or preferences.