



**Your Business Here**

1234 E. Street  
Tucson, AZ 85700-1111

Your logo and return address information should fit inside this area (3.25" x 1.125"), otherwise the Post Office may have trouble delivering your mail.

These Instructions  
Provided by:



[www.AllegraTucson.com](http://www.AllegraTucson.com)

9.5"

These are the dimensions of a standard #10 envelope, you should set your document size up to meet these dimensions.

4.125"

This is the NON-PRINTABLE area, nothing in this area will appear on your final envelope. You should keep your text and graphics at least this far (0.375") from the upper left corner of your envelope.

For specialty envelopes or design specifications that do not meet the above criteria, please give us a call so we can help you with Post Office regulations and design recommendations