3M Post-it Brand

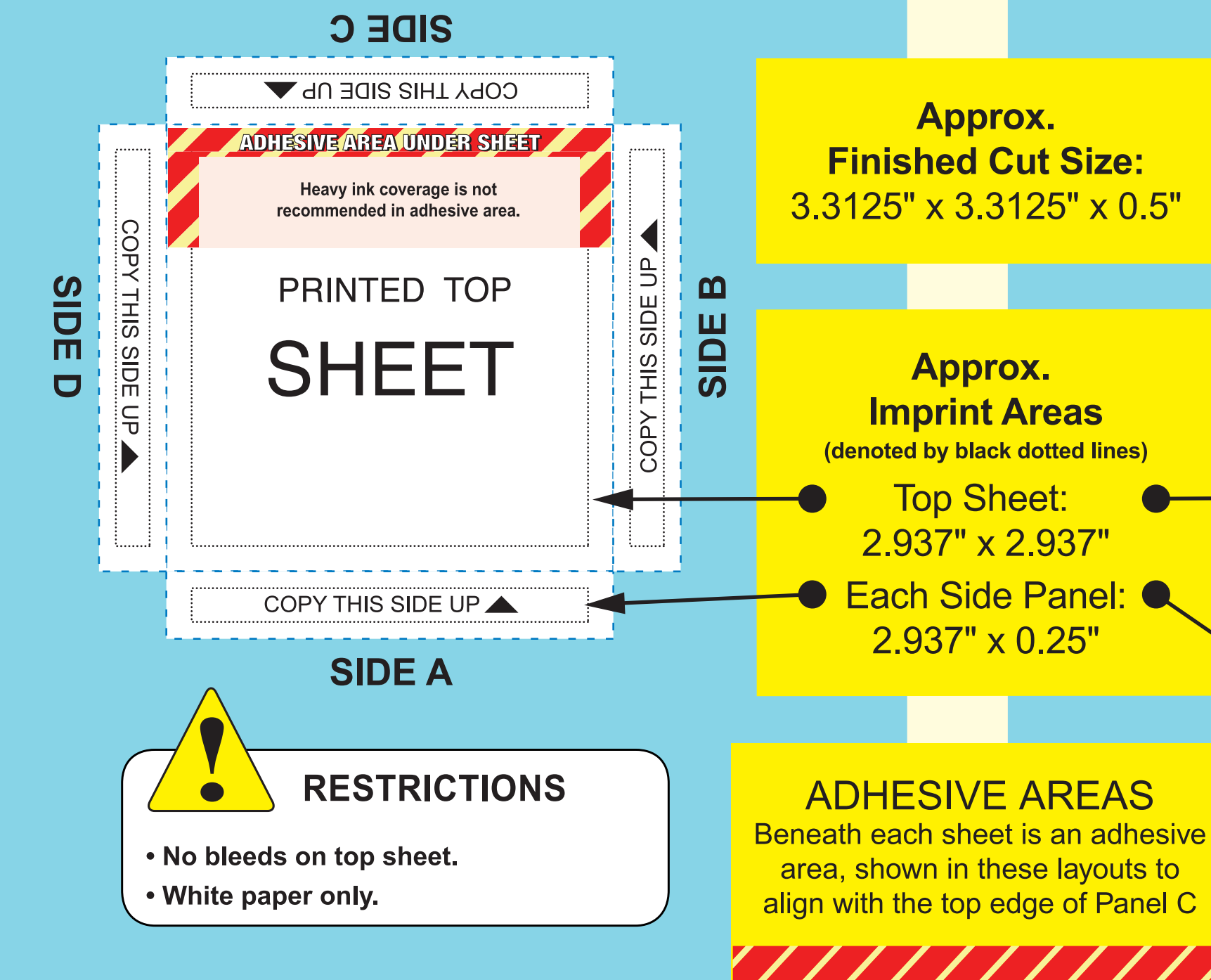**Promotional Products Artwork Template**

Post-it® Notes Slim Cube: C3100
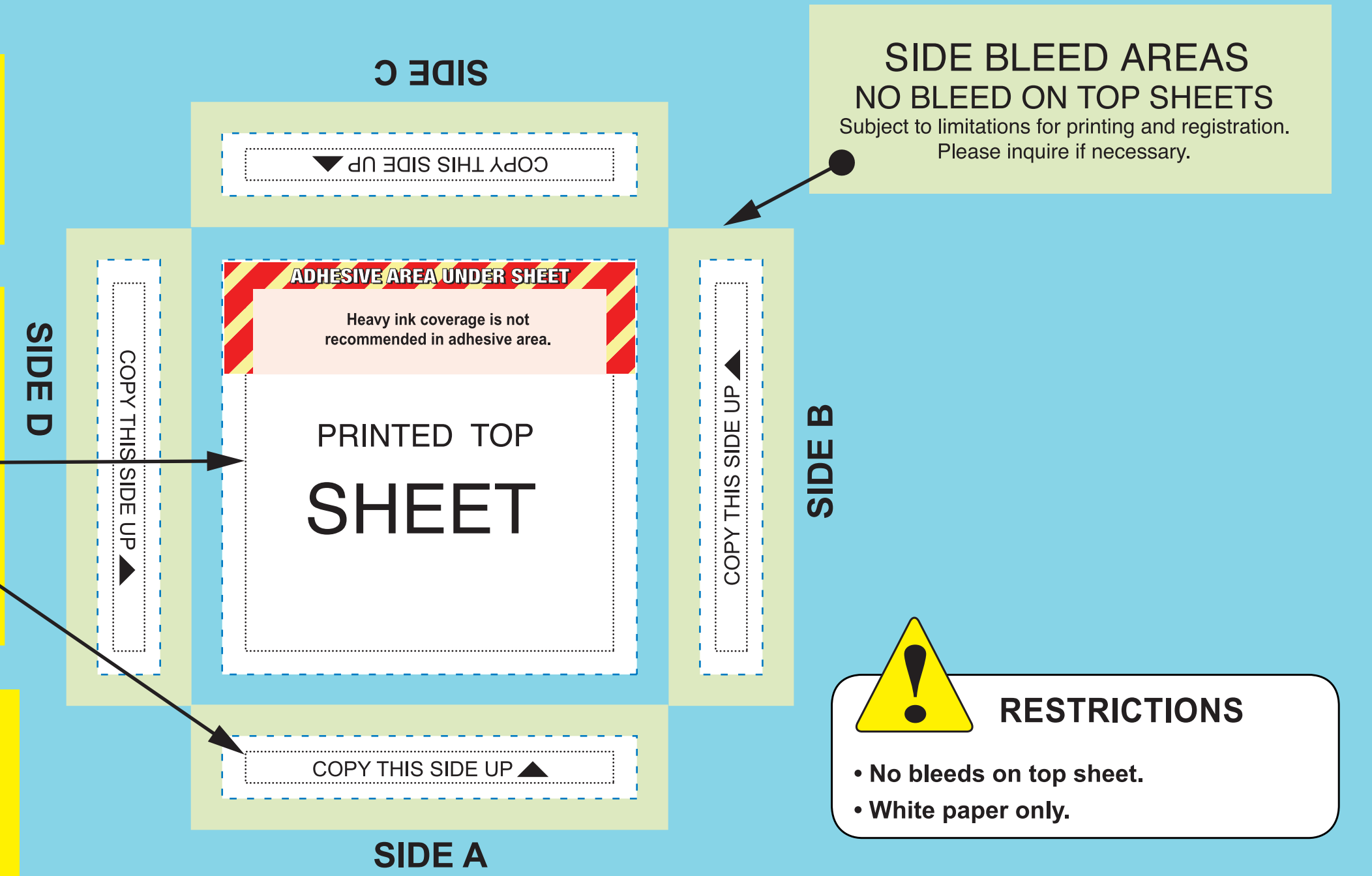
GENERAL INSTRUCTIONS

1. Please give us your name and any known order details in the box above/left.

2. Create or locate your artwork in the top layer. Note: some other layers are non-printing layers and will not appear on any proofs you print.
   TIP: Hide/show the non-printing layers as needed during layout work; please do not delete the non-printing layers prior to saving file.

3. All guides and dimensions shown here are at 100%.

4. Convert text to graphics (create outlines), even if fonts used are Adobe Postscript Type 1 fonts.
   TIP: Keep a record of all fonts used. Because converted text is no longer editable as type, you may need your fonts for future revisions.

5. If any bitmap images are placed in this file, resulting in a "metafile" please do not modify the placed bitmap here. Also, be sure to "link" the file rather than parse (rasterize) it into this file, and also send the bitmap file together with this file.

6. Color swatches for 3M standard inks, papers, etc. can be downloaded at: www.3M.com/templates. The swatches make it easy for you to apply the standard colors to your product design.
   NOTE: You are not limited to the 3M standard ink colors. Paper and product colors are for design use only and need to be deleted or moved to a non-printing layer prior to delivering final art to 3M.

7. Do NOT perform any trapping.

8. Please save your completed file as an Illustrator Native File (.ai).

9. Please give your completed file a name that helps us identify it. (Examples: "Pepsicube.ai" or "PO#123.ai" ... not "notepads.pdf" or "Untitled")

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1 LAYOUT GUIDE FOR ARTWORK ON
SLIM CUBES WITHOUT BLEEDS ON SIDES
Use this layout guide if your artwork has no bleeds on side panels.
Note: Bleeds are not permitted on printed top sheet.

SIDE C
COPY THIS SIDE UP ▼
ADHESIVE AREA UNDER SHEET
Heavy ink coverage is not recommended in adhesive area.

SIDE D — COPY THIS SIDE UP ▶

PRINTED TOP
SHEET

SIDE B — COPY THIS SIDE UP ▲

COPY THIS SIDE UP ▲

SIDE A

⚠ RESTRICTIONS
• No bleeds on top sheet.
• White paper only.

Approx. Finished Cut Size:
3.3125" x 3.3125" x 0.5"

Approx. Imprint Areas
(denoted by black dotted lines)
Top Sheet:
2.937" x 2.937"
Each Side Panel:
2.937" x 0.25"

ADHESIVE AREAS
Beneath each sheet is an adhesive area, shown in these layouts to align with the top edge of Panel C

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2 LAYOUT GUIDE FOR ARTWORK ON
SLIM CUBES WITH BLEEDS ON SIDES
Use this layout guide if your artwork on side panels bleeds to or beyond paper edges. Blue dashed lines indicate actual cut-edges of each panel, black dotted lines indicate the imprint area. Bleed your artwork 1/4" out from cut-edges or to boundary of indicated bleed area.
Note: Bleeds are not permitted on printed top sheet.

SIDE BLEED AREAS
NO BLEED ON TOP SHEETS
Subject to limitations for printing and registration. Please inquire if necessary.

SIDE C
COPY THIS SIDE UP ▼
ADHESIVE AREA UNDER SHEET
Heavy ink coverage is not recommended in adhesive area.

SIDE D — COPY THIS SIDE UP ▶

PRINTED TOP
SHEET

SIDE B — COPY THIS SIDE UP ▲

COPY THIS SIDE UP ▲

SIDE A

⚠ RESTRICTIONS
• No bleeds on top sheet.
• White paper only.

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3 LAYOUT GUIDE FOR ARTWORK ON
WRAP-AROUND SLIM CUBES
Use this layout guide if your artwork extends around the cube from one side to one or more of the others. Blue dashed lines indicate actual cut-edges of each panel, black dotted lines indicate the imprint area. Bleed your artwork 1/4" out from cut-edges or to boundary of indicated bleed area. **Note: Bleeds are not permitted on printed top sheet.**

For wrap-around art on sides of cubes, follow these instructions:
1. Perform art layouts using the four rectangles shown. Indicated by blue dashed lines.
2. Extend artwork as required to create 1/4" bleeds in bleed area shown.
3. If desired, use dashed vertical lines to "divide" art into separate sections for each side panel.

⚠ RESTRICTIONS
• No bleeds on top sheet.
• White paper only.

Approx. Finished Cut Size:
3.3125" x 3.3125" x 0.5"

Approx. Imprint Areas
(denoted by black dotted lines)
Top Sheet:
2.937" x 2.937"
Each Side Panel:
2.937" x 0.25"

ADHESIVE AREA UNDER SHEET
Heavy ink coverage is not recommended in adhesive area.

PRINTED TOP
SHEET

ADHESIVE AREAS
Beneath each sheet is an adhesive area, shown in these layouts to align with the top edge of Panel C

OVERLAPPING SIDE BLEED AREAS
NO BLEED ON TOP SHEETS
Subject to limitations for printing and registration. Please inquire if necessary.

Side D Bleed   Side B Bleed
Side A Bleed   Side C Bleed

SIDE D
Side Panel of Cube

SIDE A
Front Panel of Cube

SIDE B
Side Panel of Cube

SIDE C
Back Panel of Cube

Need tech support
Refer to our "Before You Begin" PDF document. ?