




**Promotional Products  
Artwork Template  
Post-it® Notes Cube: C525**

## 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 all text to curves (outlines) before saving file. We also request that fonts be supplied with your file.  
TIP: Even if you convert text, your font files may be needed for revisions we might make before production, so please send them with your art.
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](http://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 give your completed file a name that helps us identify it. (Examples: "Pepsicube.eps" or "PO#123.eps" ... not "notepads.eps" or "Untitled")



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.

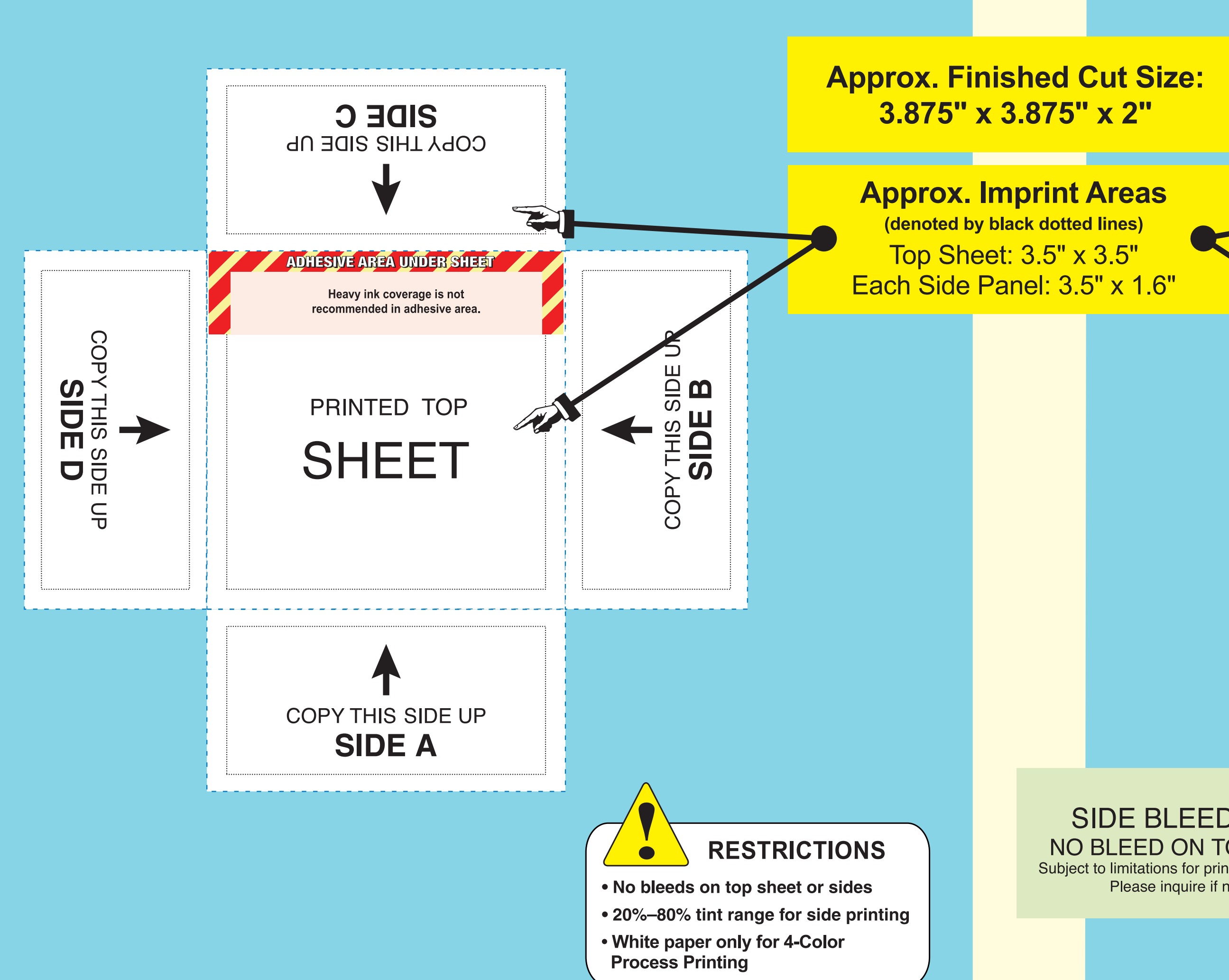
NOTE: You are not limited to the 3M standard ink colors. Paper and product colors are for design use only and need to be deleted or moved to a non-printing layer prior to delivering final art to 3M.

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## 1 LAYOUT GUIDE for ARTWORK on CUBES without BLEEDS on SIDES

This template can be used for 1, 2, 3, 4-Spot or 4-Color Process printing on sides

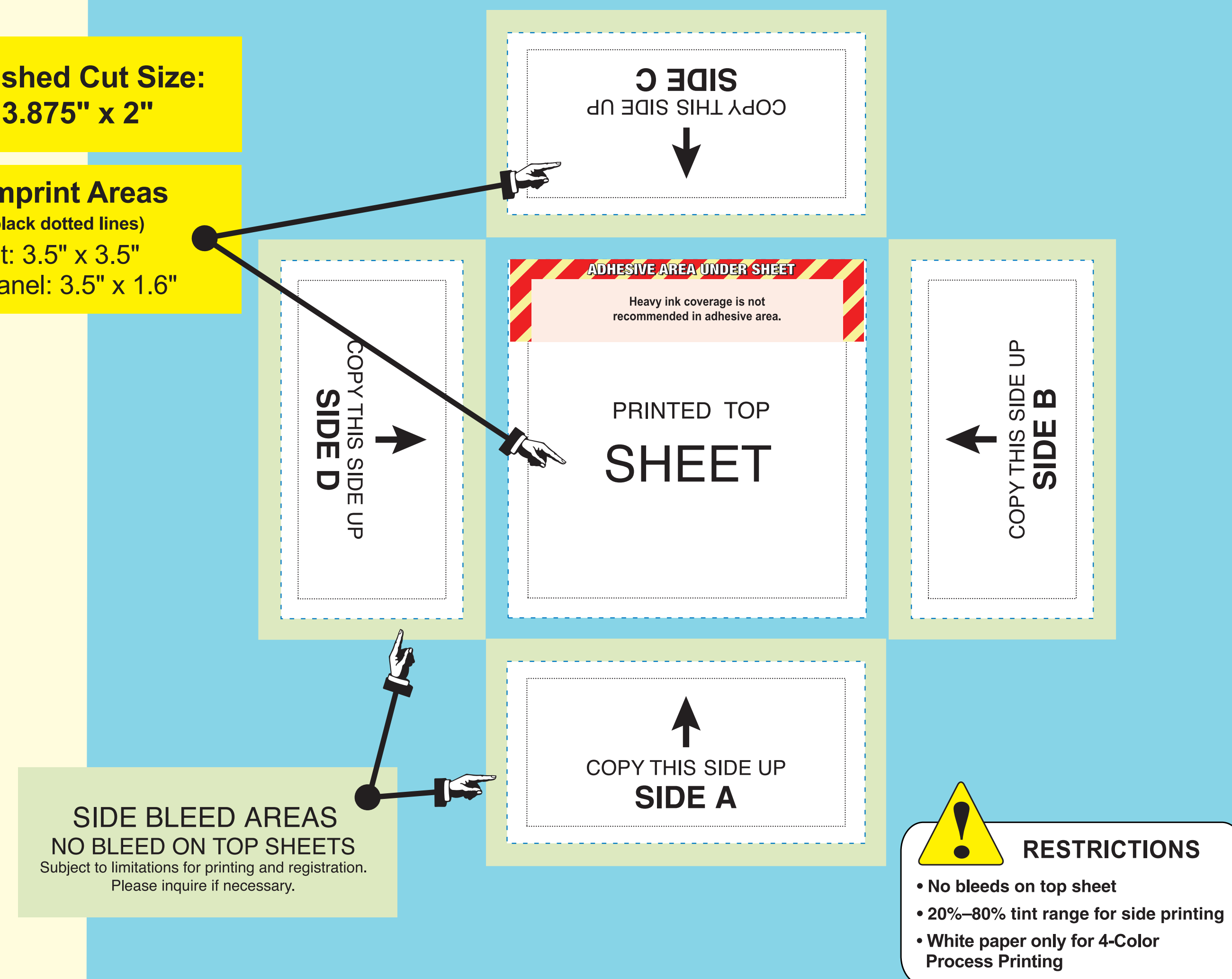
Use this layout guide if your artwork has no bleeds on side panels.



## 2 LAYOUT GUIDE for ARTWORK on CUBES with BLEEDS on SIDES

This template can be used for 1, 2, 3, 4-Spot or 4-Color Process printing on sides

Use this layout guide if your artwork on side panels bleeds to or beyond paper edges. Blue dashed lines indicate actual edges of each panel, black dotted lines indicate the imprint area. Make your bleeds 1/4" to boundary of indicated bleed area.



## 3A LAYOUT GUIDES for ARTWORK on WRAP-AROUND CUBES

**FOR 1, 2, 3 and 4-SPOT COLOR  
PRINTING ON SIDES**

For 4-Color Process printing on sides use template 3B (below)

Use this layout guide when your artwork extends around the cube from one side to one or more of the others. Blue dashed lines indicate actual edges of each panel. black dotted lines indicate the imprint area

**For wrap-around art on sides of cubes, follow these instructions:**


1. Perform art layouts using the four rectangles shown below.
2. Extend artwork as required to create 1/4" bleeds in bleed area shown below.
3. If desired, use dashed vertical lines to "divide" art into separate sections for each side panel.



**Approx. Finished Cut Size:**  
**3.937" x 3.937" x 2"**

**ADHESIVE AREAS**

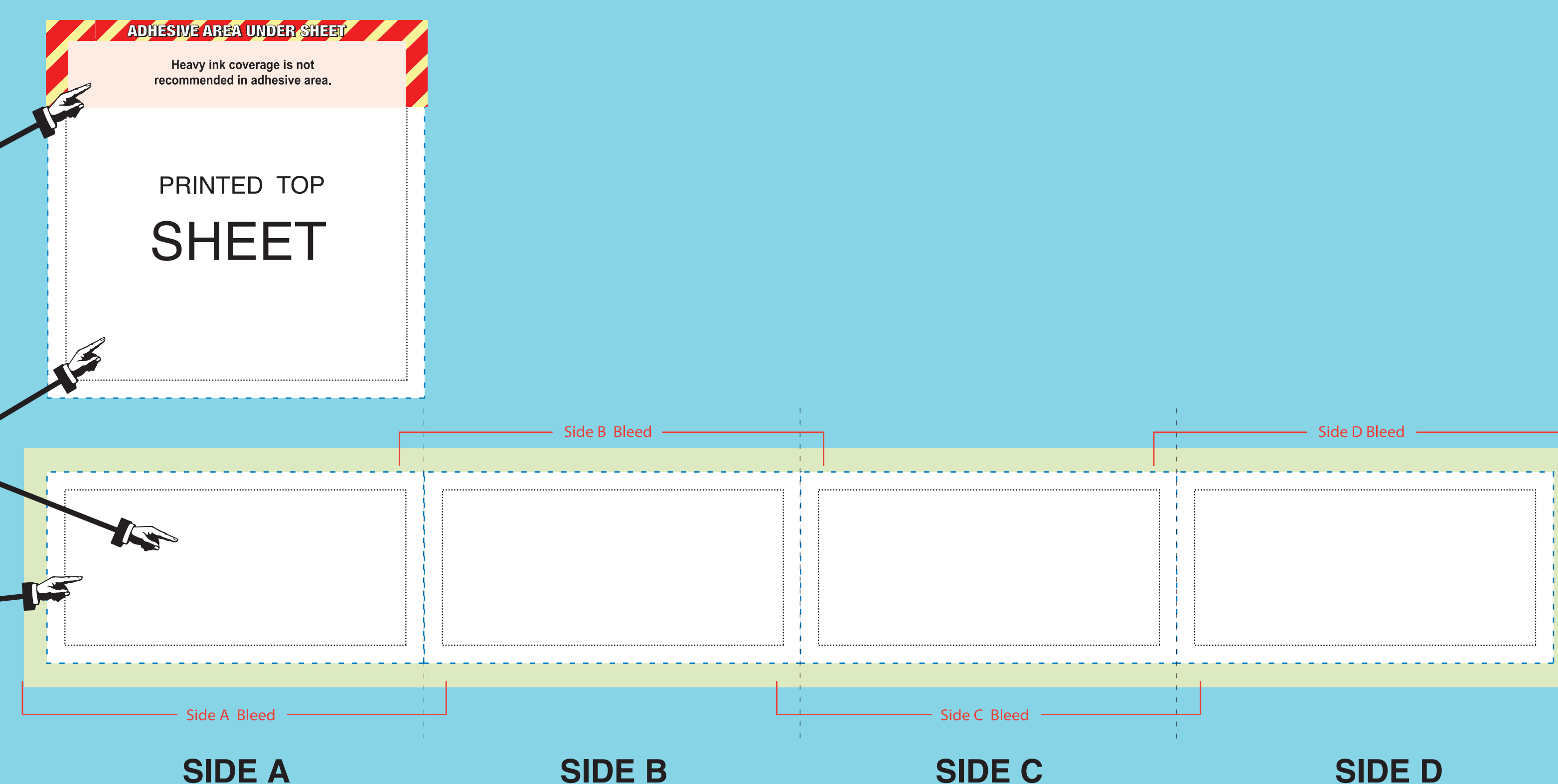
Beneath each sheet is an adhesive area, shown in these layouts to align with the top edge of Panel C

The diagram shows a yellow rectangular area with a black border. Inside, there are four horizontal black bars of equal length, stacked vertically. These bars represent the adhesive areas for the sheets. The text 'ADHESIVE AREAS' is written in bold black letters at the top left, and the text 'Beneath each sheet is an adhesive area, shown in these layouts to align with the top edge of Panel C' is written in black letters below it.

**Approx. Imprint Areas**  
(denoted by black dotted lines)  
Top Sheet: 3.56" x 3.56"  
Each Side Panel: 3.56" x 1.6"

**OVERLAPPING  
SIDE BLEED AREAS  
NO BLEED ON TOP SHEETS**

Subject to limitations for printing and registration.  
Please inquire if necessary.



## 3B LAYOUT GUIDES for ARTWORK on WRAP-AROUND CUBES

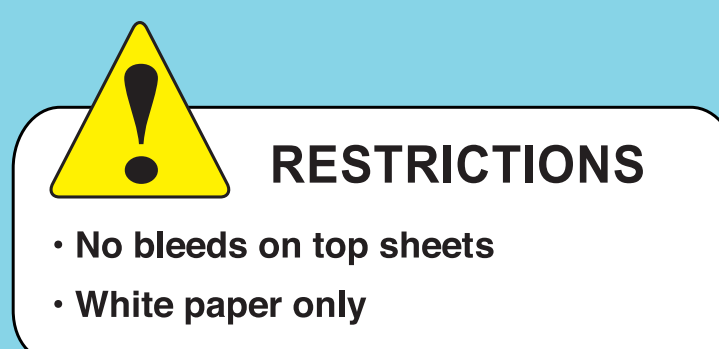
**FOR 4-COLOR PROCESS  
PRINTING ON SIDES**

For 1, 2, 3 and 4-Spot Color printing on sides use template 3A (above)

Use this layout guide when your artwork extends around the cube from one side to one or more of the others. Blue dashed lines indicate actual edges of each panel, black dotted lines indicate the imprint area

**For wrap-around art on sides of cubes, follow these instructions:**

1. Perform art layouts using the four rectangles shown below.
2. Extend artwork as required to create 1/4" bleeds in bleed area shown below.
3. If desired, use dashed vertical lines to "divide" art into separate sections for each side panel.



**Approx. Finished Cut Size:**  
**3.875" x 3.875" x 2"**

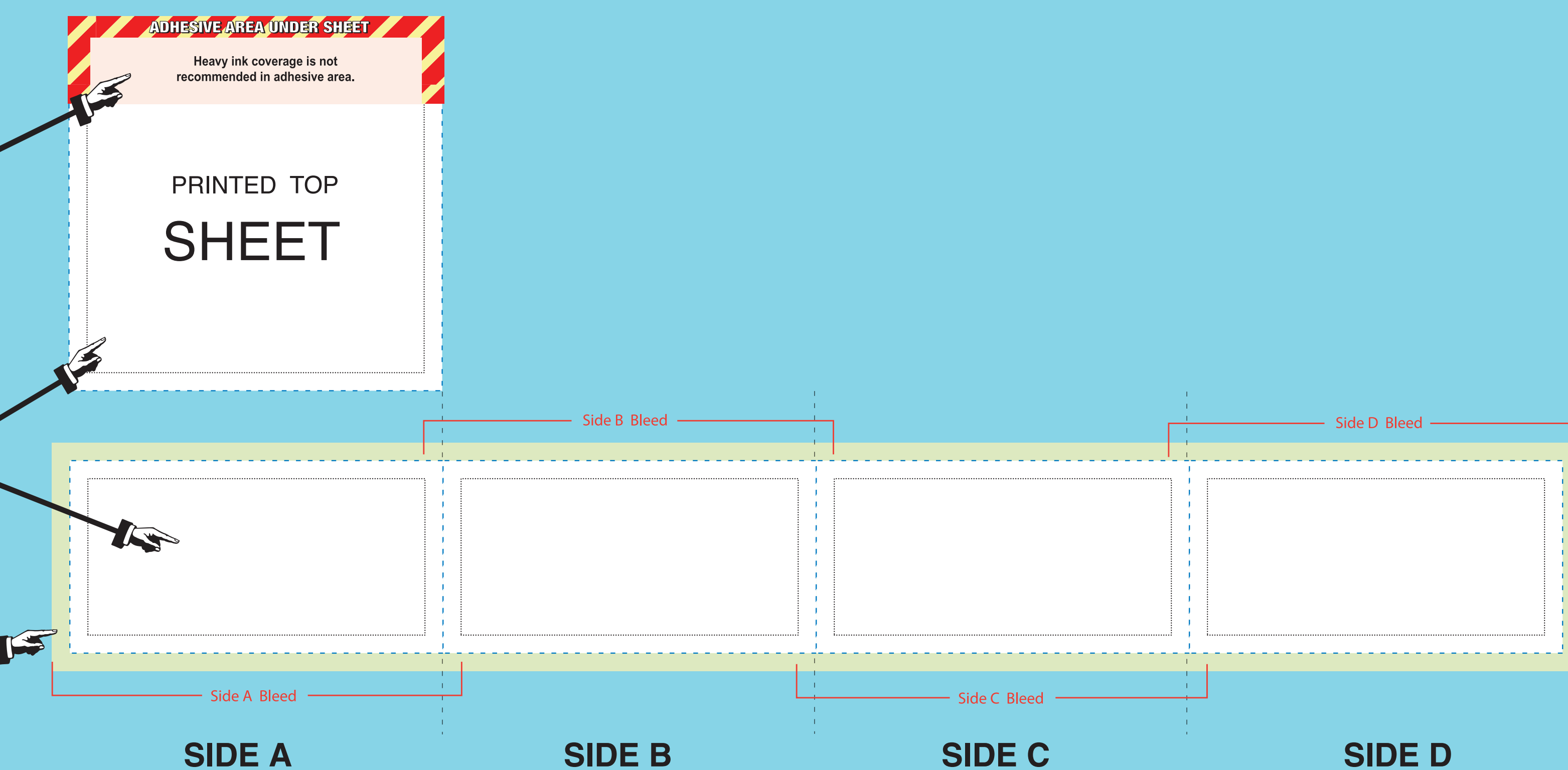
## ADHESIVE AREAS

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

**Approx. Imprint Areas**  
(denoted by black dotted lines)  
Top Sheet: 3.5" x 3.5"  
Each Side Panel: 3.5" x 1.6"

**OVERLAPPING  
SIDE BLEED AREAS  
NO BLEED ON TOP SHEETS**

Subject to limitations for printing and registration.  
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**Template: #C525**

**Issue Date: February 12, 2008 (Supercedes: January 1, 2004)**

**Note: Be sure to check our website for updated editions.**

Go to: [www.3M.com/templates](http://www.3M.com/templates)

**Need tech support**  
**Refer to our “Before You Begin” PDF document.**

