

Use this template for artwork with no bleeds and 1/4" inner margin. Finished size 3.5x8.5 (no bleeds at this size)

STANDARD SCRATCH PAD

All STANDARD Scratch pads  
MUST have a 1/4" margin.  
No Exceptions, No Bleeds

Green line denotes Inside Margin  
Gray line denotes Cut



All BLEED Scratch pads MUST  
have a 1/8" bleed with a  
minimum 1/8" margin.

Pink line denotes outside bleed  
Gray line denotes cut  
Green line denotes inside margin

To \_\_\_\_\_

Date \_\_\_\_\_ Time \_\_\_\_\_

WHILE YOU WERE OUT

M \_\_\_\_\_

of \_\_\_\_\_

Phone \_\_\_\_\_

TELEPHONED		PLEASE CALL	
CAME TO SEE YOU		WILL CALL AGAIN	
WANTS TO SEE YOU		URGENT	

RETURNED YOUR CALL

Message \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Use this template if artwork requires a bleed. Minimum margin is 0.125" and required bleed is 0.125". The finished pad size will be smaller at 3x8"

BLEED SCRATCH PAD