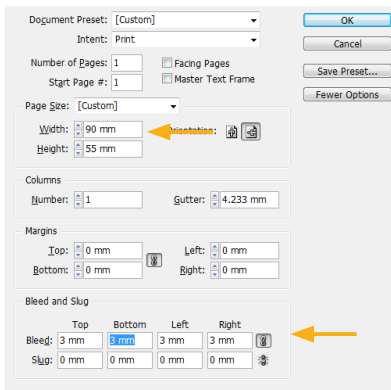# How to:
set up Bleed

Bleed

Bleed is the extended area past the 'Crop Marks' on the paper that will be trimmed off after the job is printed. It extends beyond the document's dimensions and overlaps the border of your artwork. When printed, this additional bleed will be cropped so that the finished product is the correct size.

We ask clients to supply 3mm of extra 'bleed' on top of their artwork size to avoid strips of white paper on the edges that can result in the manufacturing process if there is movement with the document.

Bleed is required for any objects within your artwork that extend to the edges of the document – such as a background colour or image.
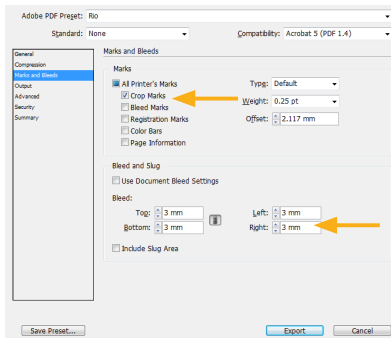
In addition, to avoid any text or images being cut off, make sure all important information is at least 3mm clear from the edge of the document.
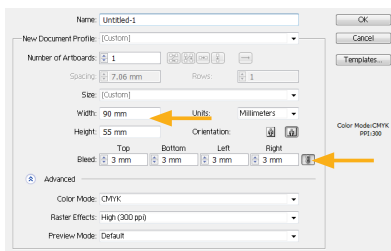
Bleed can be set up when creating your document;

To set up bleed in Indesign

When creating a new document, put the actual size of your artwork into the size area. Then in the 'Bleed and Slug' section change Bleed to 3mm. This will create a document which shows your document size with a rectangle and a red rectangle 3mm bigger on each side represents the bleed area. Make sure that any items that you want to bleed off the page extend to this red line.

Note: Make sure when creating a PDF from Indesign utilising the Adobe PDF Presets, that under the 'Marks and Bleed' tab you have 3mm bleed, otherwise your bleed will not be included within your PDF.

To set up bleed in Illustrator

Set up your document to the correct finished size and, as above, put additional allowance under 'Bleed' of 3mm on each side. When your document opens there will again be two rectangles, a red one 3mm larger on each edge where all artwork bleeding off the page should extend to.