

cut away

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Top Flap: Score at  $2 \frac{3}{8}$ "

*Horizontal Envelope Template*

*Long Narrow Card*

*Finished Card Size:  $4" \times 9 \frac{1}{4}"$*

*High Quality Copy Paper*

*$8 \frac{1}{2}" \times 11"$*

Side fold : Score at  $\frac{3}{4}"$

Side fold : Score at  $\frac{3}{4}"$

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Bottom Flap: Score at  $2"$