

Place
Photo
Here

 **COMPANY LOGO**

Name, TITLE
Street Address
City, State, Zip
Office: (123) 456-7890
Fax: (123) 456-7890
Email: name@company.com

Postage
Stamp

Message Area

This area for your
mailing label (1" x 2⁵/₈"

U.S. Post Office requires this space be left clear

4-up Laser Postcards from ReaMark

*Perfect for Just Listed/Just Sold Announcements,
Neighborhood News, and other direct mail campaigns*

1. Use this template as your layout guide.
2. Design the postcard layout using your word processing software or desktop publishing software (i.e., Microsoft® Publisher has a 4-up postcard template).
3. To insert a photo or logo into your layout, your file should be in .jpg or .tif format.
4. To assure proper alignment, print your layout on regular paper (8¹/₂" x 11") and line up to this template. Be sure to check the paper feed direction before you print the actual postcards.

Note: Do not print in the area reserved for the post office as shown on this template. If you have any questions about your layout meeting postal regulations, please take a sample of the finished postcard to your local post office for help.

4¹/₄"

5¹/₂"

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