

# 2019 ROY Fast Start

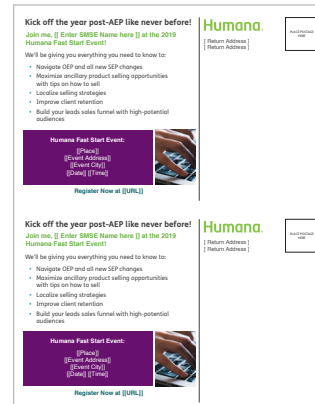
## Direct Mail Printing Instructions

You can customize and print your postcards cheaply and easily with your pdfs. They're designed to be printed onto 8.5 x 11" cardstock and cut in half, so you'll get two postcards from every sheet.

1. Download **ROY 2019 Fast Start\_DM\_Editable.pdf**, which looks like this.

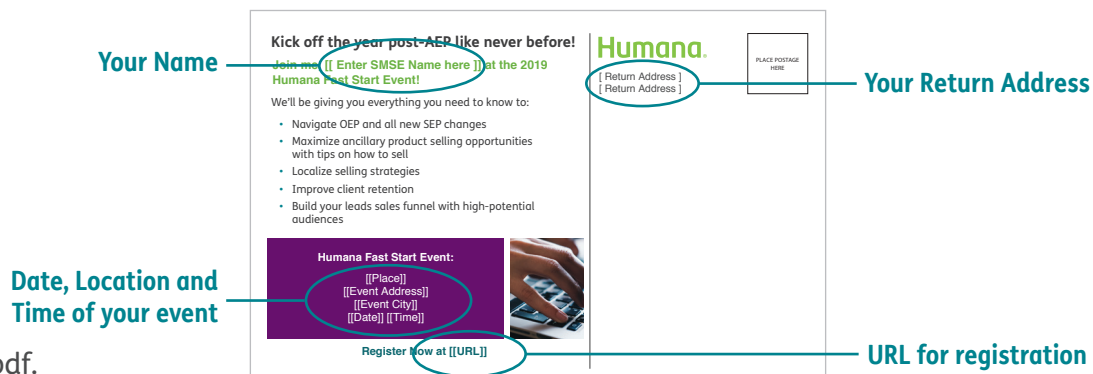


Page 1



Page 2

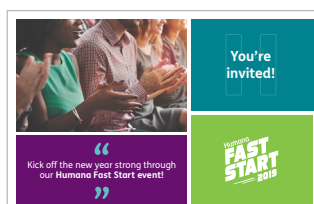
2. Adobe Acrobat is all you need to customize the information on page 2. When you type your information in a highlighted area on one postcard, it'll automatically copy to the other one.



3. Save the pdf.

4. See if your local printer has any specific requirements, such as a particular file size or format. Copy your customized pdf onto a jump drive and take it to the printer.

- ☐ **Quantity:** Don't print as many sheets as postcards you need. Remember, there are two on each sheet.
- ☐ **Paper Stock:** Print them on **9 pt. cardstock** or **100# cover stock** to meet postal service regulations.
- ☐ **Ink:** Both sides should be printed in full color.
- ☐ **Size:** Print on 8.5 x 11" stock and cut each sheet to 8.5 x 5.5".



Front



Back