

Ring Praise Concert Publicity Posters

If you want to use your printer to print the day, date, time and location information about the concert, here are the margins and sizes of the boxes for the various poster sizes.

First, print the poster.

Next, in your word processing program, set the margins as indicated. As you type the information, be sure you do not go past the height of the box. Print a sample and hold it up to the poster to make sure it fits.

Finally, put the poster through the printer again printing on the information.

8.5 x 11 poster:

Top margin: 3.1"

Left margin: 0.5"

Right margin: 0.5"

Width of box: 7.5"

Height of box: 2.5"

8.5 x 14 poster:

Top margin: 4.1"

Left margin: 0.5"

Right margin: 0.5"

Width of box: 7.5"

Height of box: 3.0"

11 x 17 poster:

Top margin: 4.85"

Left margin: 0.5"

Right margin: 0.5"

Width of box: 10.0"

Height of box: 3.7"