

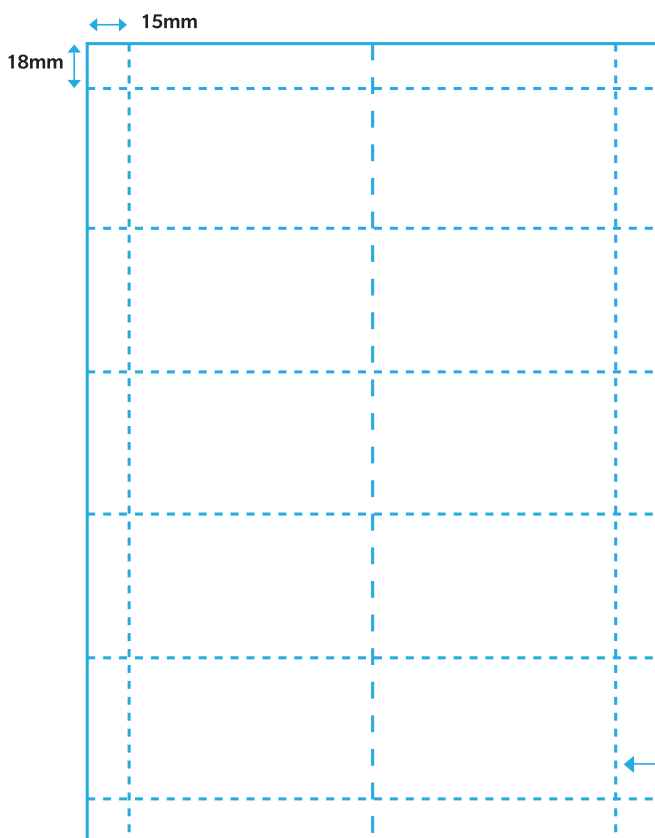


# BUSINESS CARDS

## WHITE

### BUSINESS CARD SPECIFICATION

| Product Code | Label Size Width x height | Cards Per Sheet | No. of Labels |      | Margin (mm) |       | Margin (mm) |        |
|--------------|---------------------------|-----------------|---------------|------|-------------|-------|-------------|--------|
|              |                           |                 | Across        | Down | Left        | Right | Top         | Bottom |
| 141106       | 90 x 52mm                 | 10              | 2             | 5    | 15          | 15    | 18          | 18     |



Download the Tudor Business Card template for MS Word™ at [www.tudor.net.au](http://www.tudor.net.au) or follow the below instructions.

Template set up instructions for MS Word™ 2007 and 2010

1. Select **Mailings Tab** from the toolbar menu.
2. Click **Labels** icon and select **Options** in the pop up box.
3. Select **Avery® A4/A5** as the label vendors.
4. Select L7415 from the product number.
5. Click on Details and ensure Top Margin measurement is 1.8cm and Side Margin measurement is 1.5cm.
6. Click OK and Click New Document.

Your template is now ready to use.

### HELPFUL HINTS

Fold back and forth along all perforations before separating individual cards.

Run your finger along each side of the card to smooth the edges.

Store in a cool, moisture-free environment and keep sheets in the pack when not in use.

Manual feeding of sheets through the straightest path feed of your printer or photocopier is recommended.

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