THE APPOINTMENT

Printing and folding your free Gospel tract

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1. Open the two-per-sheet printable PDF.

It contains two pages: the outside and inside of two identical tracts.

2. Select US Letter paper (8.5 x 11 inches).

Print both PDF pages double-sided, portrait orientation.

3. Choose Flip on LONG EDGE.

Print at Actual Size / 100%. Try one sheet first.

4. Check the print alignment.

The reverse side should be upright and line up with the front.

5. Trim, cut, and fold.

Trim the 3/4-inch left and right margins. Cut horizontally at the center.

6. Fold each 7 x 5.5-inch piece in half.

Place the front cover on the outside. Finished size is 3.5 x 5.5 inches.

Important note about home printers

Exact 3.5 x 5.5-inch tracts fill the full 11-inch page height.
Some printers cannot print to the top/bottom edges at Actual Size.
If yours clips content, use borderless printing or Fit to Printable Area
(which makes the finished tract slightly smaller).