

Staple  
Here

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Here

Fold 4

Name:

Phone:

Email:

Content:

Notes:

### Instructions:

- A) Type content information in fields to the left.
- B) Fold on dotted lines in sequence, placing contents inside before 3rd & 4th folds.
- C) Staple where shown.

Fold 2

Fold 1

Fold 3