Formatting Terms
INTERIOR AND COVER TEMPLATE
Formatting Your Book

It’s best to consider your final trim size early in the formatting process because this dictates the dimensions of the Interior and Cover files you will need to prepare for upload and publication.

When books are manufactured, the files are printed then trimmed to specification. All book files are printed larger on all sides than the final trim size in order to account for the final trimming process. Our templates come with guidelines to help ensure your artwork and text appears the way you want when your book is printed. Below is a list of terms and descriptions outlined in the template files.

**Total Document Size**
The total dimension of the file with bleed included.

**Spine Area**
The spine width varies by the number of pages in your book. Use the appropriate formulas/tables to determine Perfect Bound, Casewrap, and Dust Jacket spine widths. Coil and Saddle Stitch products are not glued at the spine, so they do not require extra spacing.

**Safety Margin**
We recommend maintaining a border between the trimmed edge and important content (e.g. text, page numbers) to prevent it from being trimmed away.

**Live Area**
An area that text and images are safe from cropping.

**Bleed Area**
A border is trimmed from the final book block during manufacturing. Imagery or design elements that are intended to extend beyond the edge of the page should fill the bleed area to prevent white space appearing in final production.

**Barcode Area (Optional)**
The recommended area in which your ISBN is placed. Books not intended for retail distribution do not need a barcode or ISBN. We do not generate/add barcodes.

**Gutter (Not Shown)**
Inner margin allowing for the curve of the page.