



## This Guide Applies to the Black River Imaging Software

### Press Business Cards & Bookmarks

#### Business Cards

The press business cards are available on four different card stocks. We have the standard card stock, linen textured, an art paper that resembles watercolor paper and the very popular pearl finish.

To begin ordering you will need to be in the Press Products catalog file of the Black River Imaging software. From the sizes palette or sizes button you will choose the Business Cards and the first choice you will have is the paper finish. Next you will need to choose between single sided, double sided or folded cards. You will notice both the double-sided and folded cards are offered in both horizontal and vertical and the folded cards have options for the number of openings you need dependent upon your design. Be sure to allow 2 mm on all sides for trimming.

Cards are offered in sets of 250 and you may opt for the UV Coating to be added to the cards at an additional fee. This is found in the Options palette before clicking Add to Order. This UV coating will offer a protective coat to the surface of the cards.

#### Bookmarks

Bookmarks are also offered on the four card stock options. You will find these in the Press Products catalog of the Black River Imaging software.

Once you choose Bookmarks from the sizes palette you will need to choose the card stock. There is only one design and you may drop your images in to reflect a vertical or horizontal product. Please allow 2 mm for trimming on these as well.

Bookmarks are sold in sets of 10 and may have UV coating added in the options palette prior to clicking Add to Order.