

**REGULAR SIZE BULLETINS (8½" x 11" paper)**

***Two columns (5½" x 8½" folded)***

**Line width:** 4.83"

**Gutter:** .68"

**Page (or paper or document) size**

Paper size: letter, 8½" x 11"

Orientation: landscape

Width: 11"

Height: 8.5"

**Margins**

Top: .5"

Bottom: .5"

Left: .33"

Right: .33"

**Default tab stop settings:** .25"

**Font:** 10 pt.

(Times New Roman regular or another font in the Times family is highly recommended.)

**Music graphic sizing:** 95%