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| Type here  All printers have a print parameter.  These margins may not fit your  printer’s standards.  Adjust as needed  for your printer! | Type here  TIP:  Test print on white paper before  printing on event card stock.  Hold the test paper up to the  event card stock to see that  the typed copy is within this box. | Type here  You can change the  font or font size. | Type here |
| Type here  You can drop in your church  logo or art by creating another text box inside this one. Click on Insert at the top of your toolbar, then Text Box. Select Draw  Text Box and position your  cursor back in the typing box. Draw your box. Click on Insert, Picture or Clip Art,  find your art and insert it. | Type here  Delete these tips and instructions  before typing in the boxes.  After typing in the box, if you don’t want to see the box outline, Click Format on your toolbar, then Shape Outline. Click on  No Outline. | Type here | Type here |