



How to Create a Flyer in Canva for Commercial Printing

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1. Log in to Canva

- Go to www.canva.com and sign in or create a free account.

2. Search for “Flyer” or Create a Custom Size

- Type “**Flyer**” in the search bar to select standard sizes (8.5" x 11").
- Or click **Create a design > Custom Size** and enter the desired dimensions (8.5 x 11 inches for U.S. Letter).

3. Select a Print-Ready Flyer Template

- Browse the templates and choose one that suits your business style.
- Look for clean, high-resolution designs with space for text and images.

4. Customize the Text

- Replace placeholder text with your business name, services, promotions, contact info, and a clear **call-to-action**.

5. Add High-Resolution Images

- Upload your own photos or logo using the **Uploads** tab.
- Use high-quality images (at least 300 DPI) to ensure print clarity.

6. Use Brand Colors and Fonts

- Match the flyer to your brand identity by changing colors and fonts in the top toolbar.
- Be sure the text is readable and the layout is visually balanced.

7. Include Essential Contact Info

- If applicable, add your website, phone number, email, address, and social media handles.

8. Leave Safe Margins and Bleed

- Keep important text and logos at least 0.25 inches away from the edges.
- If you're printing with full bleed (edge-to-edge color), add a **bleed margin** (Canva Pro allows bleed settings in **File > Show print bleed**).

9. Proofread and Double-Check Alignment

- Review all text for typos.
- Use Canva's alignment tools to ensure everything is evenly spaced and visually balanced.

10. Download for Printing

- Click **Share > Download**.
- Choose **PDF Print** format.
- Select “**Crop marks and bleed**” (necessary for professional printers).
- Click **Download**.

11. **Send to a Commercial Printer**

- Following their file requirements, upload the PDF to your print service (like Canva Print, Vistaprint, or a local shop).