



PRE PRESS SPECIFICATIONS

PLEASE NOTE: We run a Macintosh Design Suite.

We prefer not to accept files created on a PC, but if you have no way around this, please contact us prior to sending in the file.

THINGS TO REMEMBER:

- Scanning resolutions should be 300dpi
- Work in the colours that the job is going to be printed in (e.g. Spot or Process)
- Bleed should be set to 3mm minimum
- If screen ruling other than 175LPI is required, please note this clearly
- Supply all fonts that you've used with the final document. Don't forget fonts that are used in linked EPS files (It is best to convert these to paths prior to linking into the final document)
- Website graphics are not anywhere near the quality required for printing and therefore should not be used
- Once you have the document on your chosen transfer media, open it from that source to make sure all links and fonts are included and are accessible
- Our PPD is available, please postscript your files to our PPD specs

Applications that can be accepted:

- Adobe InDesign CS, CS2, CS3
- Adobe Illustrator CS, CS2, CS3
- Adobe Photoshop CS, CS2, CS3
- Adobe Acrobat 8.0
- QuarkXPress 6.5
- Macromedia Freehand 10

✧ Earlier versions of the above applications can be accepted.

✧ If you wish to supply a document from an application not listed above, please contact us prior to sending the file

Disk formats we can read:

- CD / DVD (preferred)
- Emailed files
- Upload via our website
- USB Flash Drive

Our Preferred File Format

Acrobat PDF is our preferred file format for receiving files.

- **The most important aspect we require when supplying pdf files, is that they are a 1.3 pdf file (so they have been flattened), this avoids any issues our RIP may experience with transparency in your file.**
- Most preferred form of pdf is one made from a **POSTSCRIPT** file and then **DISTILLED** through Acrobat Distiller.
- PDF's should be supplied with at least 3mm bleed (so your PDF page size should be 6mm larger than the finished trim size), no trims or tags or any other marks (unless you need to show specific fold/perf lines), no RGB images and all fonts embedded.
- If the file is a multiple page document, supply as one complete document with the pages as singles not 'spreads'.
- If you have a dieline, fold lines or perf lines on the job, please make sure they are set to a spot colour and set to overprint. Also, it would be helpful if the dieline is supplied as a separate file **as well as** leaving it in the file that has the actual job in it, so we know where it lines up.
- If you are unsure how to produce an accurate and usable PDF, please supply the open files as well.

Open Files should be prepared as follows:

InDesign CS, CS2 & CS3

- All fonts converted to outlines where possible (or supply the font)
- All linked documents to be provided or embedded.
- Any imported Freehand or Illustrator files should be trapped from within their native

applications prior to sending the QuarkXPress document for output

Illustrator CS, CS2 & CS3

- Files should be saved as EPS files with trim marks
- All images should be embedded or supplied separately
- All fonts converted to outlines
- All elements should be trapped where applicable

Freehand 10

- Files should be saved as EPS files with the images embedded or supplied separately
- All fonts converted to paths
- All elements should be trapped where applicable

QuarkXPress 6.5

- Use the 'Collect for Output' feature from within Quark to collect all the necessary images and fonts used in the job
- Any imported Freehand or Illustrator files should be trapped from within their native applications prior to sending the QuarkXPress document for output
- QuarkXPress EPS files can be accepted, providing all the fonts and links are sent with the document, **BUT** we would prefer an open Quark file rather than a Quark EPS

(If you are unsure of the appropriate settings that should be used - contact us prior to sending the file)

Supplying file for imposition

Imposition is an integral part of the workflow that we use. We would prefer to impose files ourselves rather than receiving files already imposed.

If supplying files for imposing, please supply open documents or PDF files (as per the specifications listed above).