

## Prepress department

**FOLDERS** 

## **PDF Requirements:**

- 1 PDF File must be DOCUMENT Size PLUS 3mm Bleed
- 2 PDF trim box included
- 3 All images 300 dpi for best results
- 4 FONTS Embedded
- 5 All spot colours and images converted to CMYK
- 6 Flatten transparencies where necessary
- 7 Document orientation to be right reading
- 8 Multi page document must be in order (cover included)
- 9 No printer spreads for books
- 10 Black text 100% Rich Black Large areas (100% black 20% cyan)
- 11 One job should represent one PDF
- 12 The file names should represent the job name

## **Keyline Requirements:**

A PDF File without Keylines for print A low resolution PDF with Keylines for our reference.

TOP TIP

If you are unsure,
send us a test PDF
file and we will report
back to you and
offer advice if necessary

Contact us with any questions on the above requirements That question could save you time and money.



