

SUPPLYING YOUR FILES FOR PRINT

So, you want to submit something for print, but not sure how to go about it? Here are some tips that may be useful when setting up your artwork.

We can print from – PC files, Macintosh, PDF and hard copy (for photocopies)

These can be supplied on – Email up to 20mb, wetransfer.com, Google drive, Dropbox or USB)

PDF (Portable Document Format)

PDF's are the preferred type of supplied file that we require for your print jobs. Most computers can generate PDF's, the following are some things to consider when creating PDF files.

Do's

Ensure you allow for bleed (where artwork extends beyond the edge of the finished print size) – (minimum of 3mm on each edge)

Embed all fonts (most software does this automatically)

Make sure images placed in are high resolution (300dpi) (minimum of 150dpi where possible)

Don't Use

RGB Images (all images must be CMYK)

Do not create pages in spread form, as they can't be split into single pages easily

Printers marks are not necessary (Colour bars, file names etc)

PDF CHECKLIST

Have you included the following?

- PMS/Pantone colours are specified when submitting your files. If the job is 4col process, convert your PMS colours to process colours first.
- Linearts and bitmaps should have a minimum resolution of 600dpi
- Any spot UV guides, special cuts or folds, are supplied on the file (this is usually supplied as a contrasting spot colour on a separate page, let us know if you need help setting this up). Supply a lo-res 'visual' pdf with all finishing processes shown.
- Check that the finished size (eg A5, A4, DLE) matches your file and the file is in single pages

Important notes regarding files supplied

If in doubt, please let your account manager, or someone here at the office know, we are more than happy to talk you through any hassles, and help you out.

Files supplied will not be altered by Fusion Print staff in any way unless explicit detail is given, and we receive the 'open' files (original files you created the artwork in before you made the PDF) with all links and fonts necessary. (Please note, this will incur extra artwork charges to fix file issues at your request, no work will commence, unless written permission (via email or fax) is given for these extra charges)

In the event that your files are being supplied by a design house, Fusion Print reserves the right to return any unsuitable files, or changes you require, back to you, to liaise with the original designer or designers.