Artwork Services Guide

SERVICE BREAKDOWN	JUST PRINT	FILE CHECK	FILE ASSIST
• Cost	FREE	FEE APPLIES*	FEE APPLIES*
• Customer Proof sent for your approval	✗	Optional Fee Applies*	✓
ACCEPTED FILES... you can supply us:			
• Print ready PDF	✓	✓	✓
• Print ready TIF	✗	✓	✓
• Print ready JPEG	✗	✓	✓
• Print ready EPS	✗	✓	✓
• Adobe Creative Suite (Illustrator, InDesign, Photoshop)	✗	✗	✓
• CorelDRAW	✗	✗	✓
• Microsoft Office (Word, Publisher, Powerpoint)	✗	✗	✓
REJECT... we will reject your file if any of the following apply:			
• Your file is corrupt	✓	✓	✓
• Password protection on your file	✓	✓	✓
• Sizes that are disproportionate	✓	✓	✓
• Fonts are unembedded	✓	✓	✓
• Incorrect number of files	✓	✓	✓
• Any pages are missing from your file	✓	✓	✓
• Any elements are missing from your file	✗	✓	✓
• Spot UV page order incorrect	✗	✓	✓
WARN... we will warn you if there is/are:			
• Objects too close to the edge	✗	✓	✓
• Low resolution images	✗	✓	✓
• Impure blacks	✗	✓	✓
• Incorrect panel sizes on folded jobs	✗	✓	✓
• No allowance for creep within your booklet	✗	✓	✓
• Issues with the forme cutter huide lining up with your artwork	✗	✓	✓
FIX... where we can we will fix:			
• Convert your file to a print ready PDF	✗	✓	✓
• Convert RGB to CMYK	✓	✓	✓
• Convert spot colour to CMYK when applicable	✓	✓	✓
• Missing Bleed - by scaling	✓	✓	✓
• Ink coverage over 340%	✓	✓	✓
• Fix overprints accidentally set on colours other than black	✓	✓	✓
• Scale Proportionately	✓	✓	✓