

- Send by email, CD, flash/pen drive or FTP* upload.
- Images to be supplied at 300dpi and converted to CMYK.
- 3mm bleed* if necessary.
(* Bleed = if your printing extends over the edge of the page.)
- Please add any special instructions onto email or printout.

HIGH RESOLUTION PDF

- This format is most preferable
- Your PDF can include crop marks although not necessary.

OTHER FILE TYPES (MAC OR PC)

If unable to supply a high resolution PDF we do accept many other formats:

- All Creative Suite Packages: Indesign, Photoshop, Illustrator Plus: FreeHand, Publisher, Pagemaker, Word, Coral Draw
- Please ensure all fonts and links are supplied or fonts to be converted to paths.
- Links to be supplied at 300dpi and converted to CMYK.
(we can do this for you at an extra charge).

* FTP UPLOAD:

Contact your sales representative for details.

PLEASE NOTE:

FTP can be accessed by **FTP upload program only**
(eg: Fetch, these programs are available
free for download online.)

If colour is
imperative, please
supply a sample
to match to.

A lazer proof is
preferable when
supplying files.

If you have any
further concerns or
questions, please feel
free to give your sales
representative a call



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