

Artwork Checklist

Before you send your artwork to us, please follow our simple checklist to ensure you have covered all our main points. This will ensure that there will be no delays in production due to your artwork not being print ready.

1. Have you outlined/ flattened your fonts?

Why?

Because there are so many different fonts available it is impossible for us to have them all on our system. By outlining your fonts, especially if you are using an unusual typeface, it prevents your text from defaulting to a standard font.



2. Is your artwork set at a minimum of 300dpi or in vector format?

Why?

To ensure the highest quality it is best that your artwork is set to a minimum of 300dpi or in vector format. This will ensure that your artwork won't be pixelated.

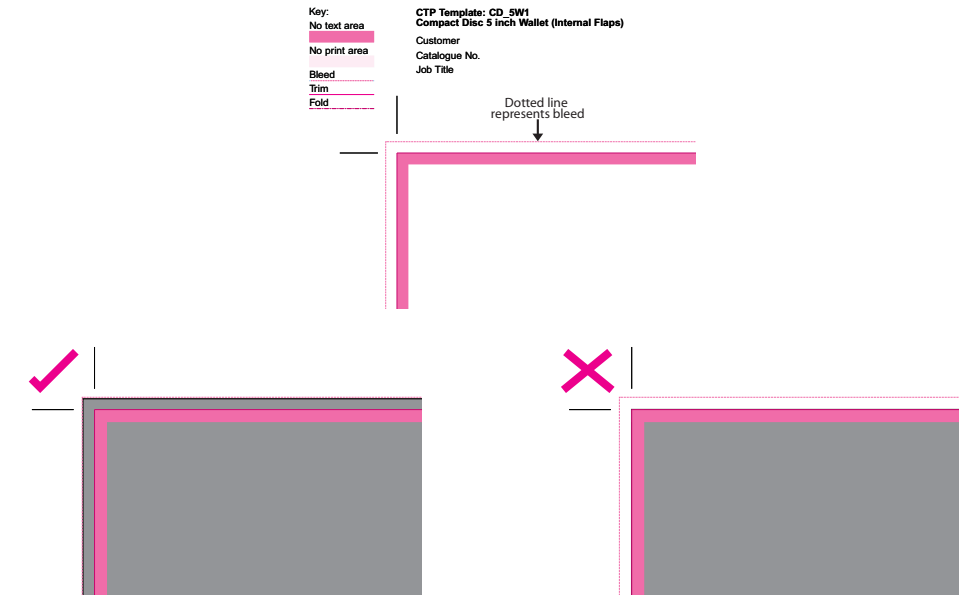


3. Have you added 3mm bleed to your template?

(Please note this is just needed on the paper parts and not on the disc templates)

Why?

This gives the printer/die cutter tolerances for your artwork and will avoid any white edges which may occur, due to any slight movement.

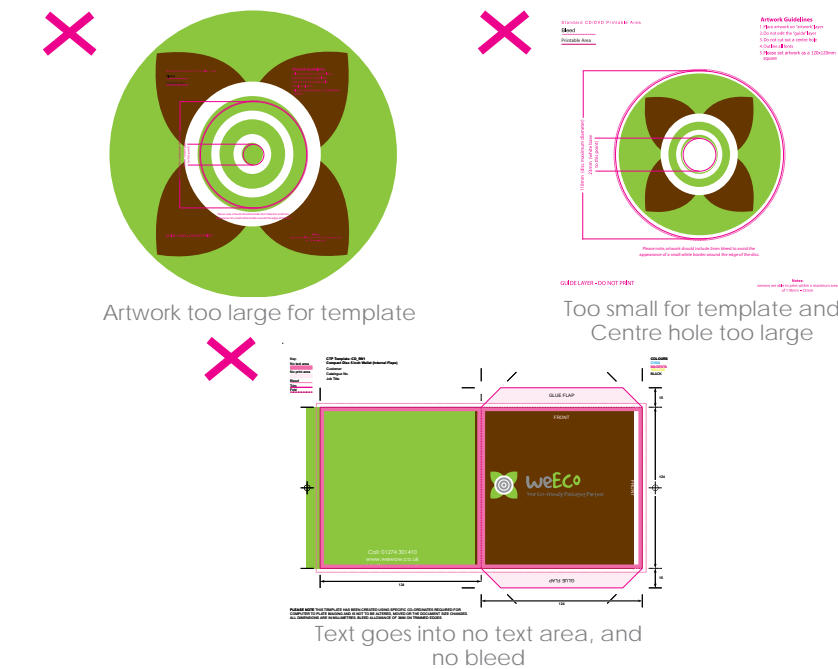


4. Have you used the templates that we have supplied to line up your artwork?

Why?

Templates can slightly vary from different suppliers, so it is always best to use the templates we have supplied. Please double check your artwork against the ones we use.

Below are 3 examples:



Other points to consider:

1. Make sure the font size is above 6pt. Any smaller and may not be legible.
2. Make sure that the artwork is set up as CMYK or pantones where applicable. For more information visit our guide.
3. Set booklets up as printers pairs. For more information on this see our guide.
4. Check the artwork in overprint set up before you send to make sure that nothing goes missing off your artwork.
5. Set up barcodes as 0% Magenta, 0% Cyan, 0% Yellow, 100% Black otherwise they may not scan correctly.
6. Please note that any really light images may not print so please bear this in mind when choosing what to put on your artwork.

Please view our guides for more information.

Still Struggling?

Have a look at our [resources page](#) on our website which has guides, [templates](#) and [FAQs](#) to help you or: Visit our [blog](#) which includes helpful articles about outlining the fonts etc. If you have any questions please don't hesitate to get in [contact](#) and we will guide you through any queries you may have.

Still not sure?

We can create your artwork for you, from your own files, for a fee. Just get in touch and we can give you a quote.

All finished?

Before you send your artwork please remove the guides as these are for your reference only. **Please note if these are left on we will ask you to remove them, which will delay your job.** Below are examples of how we like our artwork to be supplied. We Prefer high res PDF'S however we also accept, Jpegs, PSD files and AI files.

