

INSTRUCTIONS ON HOW TO CREATE A CORRECT FILE - UNBOUND SHEETS

The following instructions are designed to help you create a proper printing file. If still in doubt, please download the template, visit our web site at the FAQ section, activate the File Verification with an operator or call our Support Service.

1 FILE FORMAT

Our systems only process PDF format files - not password protected.

The PDF file must be sent single page and in reading order. No 2-page per sheet PDF files will be accepted.

Page set up

single pages in reading order

pages side-by-side in reading order

2 FORMAT ORIENTATION:

File format orientation must match the choice indicated at the time of the order - portrait or landscape. All pages must have same orientation. PDF documents with rotated pages cannot be created. For front / rear printing, the sheet is turned around its vertical axis as, for example, when turning the pages of a book.

front rotation on axis rear

correct orientation correct orientation

incorrect orientation incorrect orientation incorrect orientation

3 COLOURS

Same colours may slightly differ due to physical composition of the paper. To check the colours and papers you may order our sample pack guide.

All files are in CMYK (Cyan, Magenta, Yellow and Black) with the printing profile in Fogra 39.

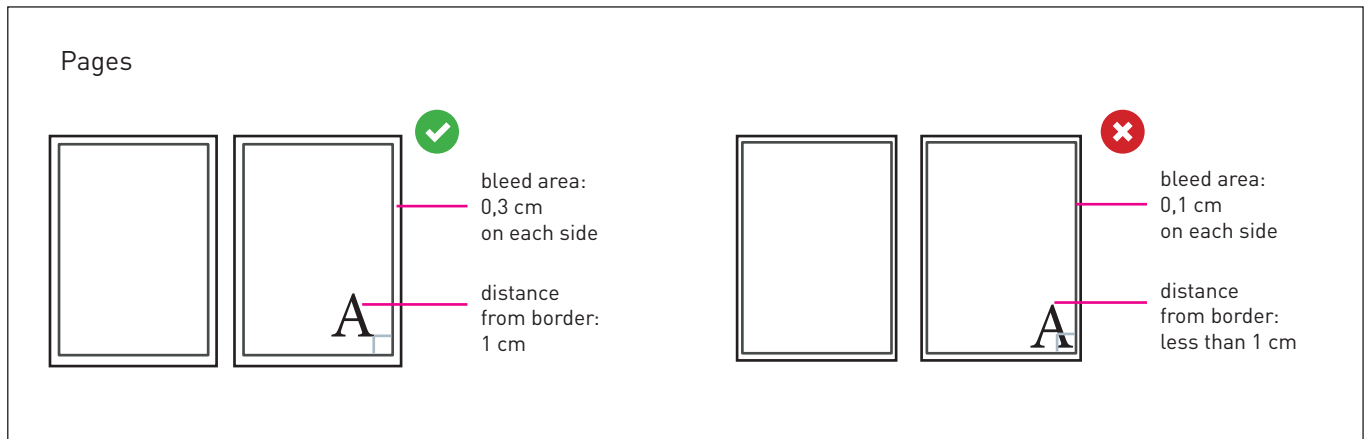
Images in RGB or with PANTONE colours shall be automatically converted with the standard separation profile.

4 RESOLUTION

The best resolution for the printing file is 300 dpi.

5 MARGINS AND BLEED AREA

Files must be exported with 3 mm bleed area on each side. Margins and bleeds are recommended 1 cm from the edge in order to avoid text being too close to crop line and improve readability.



6 ADDITIONAL INFORMATION

Minimum printing line weight is 0.25pt.

7 NUMBER OF PAGES

A page has two sides, front and back. Number of the sides we request you to indicate in the quote is referring to the actual number printed. For example, if you would like to print 40 pages, front only, indicate 40 sides. However, if you would like to print 40 pages, both front and back, indicate 80 sides. We would like to remind you that if your order contains mixed printing layout (including single sided pages as well as double sided pages), than your order must be divided in two separate files.

Attention: In PDF printing file, don't forget to insert blank pages.

8 PAGE SET UP

We would like to remind you that in your order for printing you must select " Collated", and each sheet must be in sequential order (as per page order sent in the file). Otherwise, each sheet will be printed separately and in more copies.

