

Top Ten List of "Ways to Properly Prepare Your Digital Files"

Photography

10. Provide Current Lasers or PDFs with every job, Color if possible

Prepress

9. Supply every Screen & Printer Font used in every doc or graphic

Variable Data

Printing

8. Delete all unused Colors from Files

Bindery

7. Apply .125" Bleeds as Needed

Specialty Finishing

Mailing

6. Spot Color names in Graphics must match names in Page Layout

Fulfillment

5. Also supply Layered versions of Photoshop files if you have them

4. Do not supply files or Support files that are not needed

3. Create vignettes in Photoshop with noise to avoid Banding

2. Do not apply Styles like Bold or Italic from font Toolbars

1. Never hesitate to Call us if you have Questions on File Prep



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