

FILE SPECIFICATIONS

Step 1. Colour Space:

CMYK (digital and full colour offset orders)

Spot or Pantone Colours (screenprinting and special offset orders)

ADVANCED:

- Toggle channels / separations in software to ensure that spots separate correctly, and have not been converted to CMYK.
- Ensure any blacks use 100% K, and that rich blacks have a max ink coverage of 250% - Our suggested rich black is C60% M50% Y40% K100%
- Tag pdf art if using common industry ICC profiles • Embed ICC profiles if using custom profiles, or if unsure.

Step 2. File Types:

Preferred:	Accepted:	Not Recommended:	Not Accepted:
PDF	Outlined EPS / TIFF / JPG (CMYK), INDD Package Folder	INDD / AI / JPG (RGB)	Quark Express / Microsoft Office

Step 3. File Setup: refer also to the diagram below.

No crop marks	▶	No registration bars	▶	File should be trim size + 3mm bleed unless specified	▶	Fonts to be embedded or outlined	▼
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Instore Size Guide:

3mm bleed is added to each side

Size	Trim	With Bleed
A0 Poster	1189 x 841 mm	1195 x 847 mm
A1 Poster	841 x 594 mm	847 x 600 mm
A2 Poster	594 x 420 mm	600 x 426 mm
A3 Poster	420 x 297 mm	426 x 303 mm
A4 Flyer	210 x 297 mm	216 x 303 mm
A5 Flyer	148.5 x 210 mm	154.5 x 216 mm
A6 Postcard	105 x 148.5 mm	111 x 154.5 mm
A7 Flyer	74 x 105 mm	80 x 111 mm
Business Card	90 x 55 mm	96 x 61 mm
Business Card (slim)	90 x 50 mm	96 x 56 mm
DL Flyer	99 x 210 mm	105 x 216 mm

Any custom sizes, please add 3mm bleed to each side

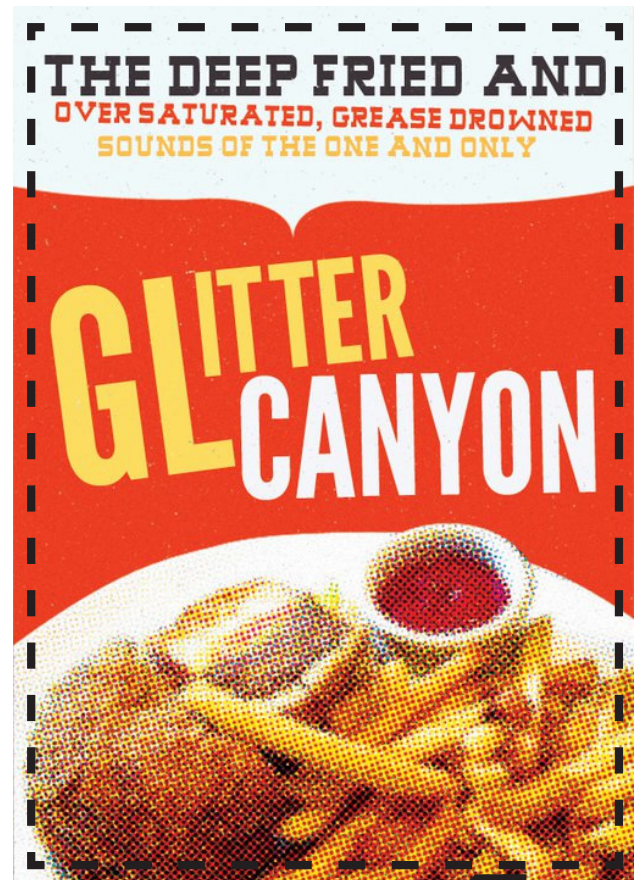
Outdoor Size Guide:

Offset Printing

• 3mm bleed is added to each side

SIZE		TRIM	WITH BLEED
Pole Poster		345 x 1000 mm	351 x 1006 mm
1 sheeter		700 x 1000 mm	706 x 1006 mm
2 sheeter	(2 pieces)	1000 x 1400 mm	1006 x 1406 mm
4 sheeter	(4 pieces)	1400 x 2000 mm	1406 x 2006 mm

Below is a sample of what bleed is, bleed (extended background of art) refers to printing that goes beyond the edge of trim line (black dashed line).



- please note that black dashed line only indicates trim, it is not a part of art.

Design/Pre-Press charge is \$80/per hour, billed in 15 min increments.