



## Adobe Acrobat PDF

We would prefer to receive a Hi Res PDF saved from your creative application. Please make sure that the PDF is exported with output colour conversions set to “No colour conversions” and Profile inclusions policy set to “Don’t include profiles”



## Adobe Illustrator

Please ensure all artwork is exported as either CMYK or Spot colour. With no combinations. The file must then be exported Hi Res PDF as above.



## Indesign

Please ensure that the file is packaged using Indesign’s “Package” option. Please ensure all fonts and images are packaged in this process.



## Photoshop

Images must be saved as PSD, JPEG, or TIF format. Files must be supplied at 300dpi, CMYK, trim size + 3mm bleed all around the document

Please Note: We use the Australian Print Standard **FOGRA39** colour profile.

### CLIENT CHECKLIST

- BLEED** - 3mm Bleed outside trim edge.
- TRIM MARKS** - Important information must be inset 3mm from your trim marks.
- FONTS** - All fonts are embedded or outlined.
- COLOURS** - Only CMYK or spot colours are to be used.
- IMAGES** - All scans and images are correct size and resolution (300dpi).



## Adobe Acrobat PDF

all versions to 9



## Indesign

all versions to CS5



## Photoshop

all versions to CS5



## Illustrator

all versions to CS5

### Design

- Strokes must be at least 0.25 point
- Important information such as text and logos must be inset 5mm from your trim marks.
- All fonts must be embedded or outlined.
- All image links must be embedded.

### Bleed

- 3mm Bleed required.
- Important information such as text and logos must be inset 3mm from your trim marks.

### Colours

- Always use CMYK or Spot Colours; never use RGB or any other colour palette.

1

Send File To:

2

Attach a File

no file selected

3

Message (optional) [+]

### Large File Sizes

If you need to send files over 10mb we use a free service called mail big file. Visit;

[www.mailbigfile.com/free/](http://www.mailbigfile.com/free/)

Simply follow the steps illustrated to the left. NB. Large files might take a couple of minutes to upload depending on your internet speed.