



Ideally exported as a 'PDF/X-1a' or similar including:

- bleed
- crop marks

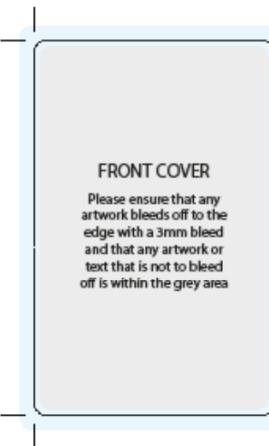


If provided as the raw file, please save with:

- Text outlined
- All linked images and fonts
- Include a low res PDF for reference



## Supported Formats

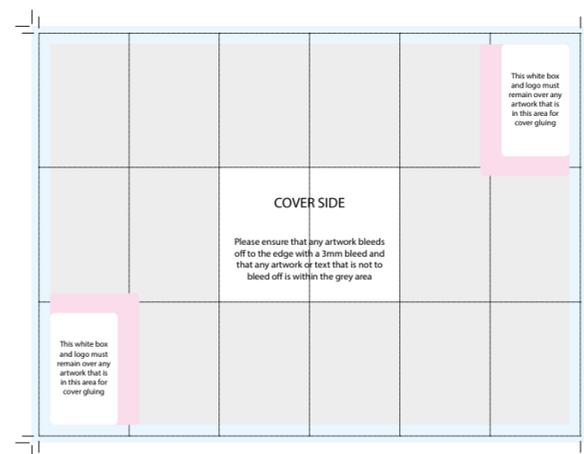


The cover positions are marked clearly on the template with white boxes, please leave these where they are and make sure all artwork bleeds underneath them.

Please make sure you leave at least 3mm border around the cover positions for cover overlap when the covers are glued.

**If you need to change your cover positions, please get in touch first.**

## Cover Positions



Specific to your chosen format, please make sure you use the correct template - **please do not change or resize**. These include helpful guides - please delete once read and understood.

Pay particular attention to bleed + safe print areas, and where the covers overlap.

**For bespoke sizes, get in touch with the team!**

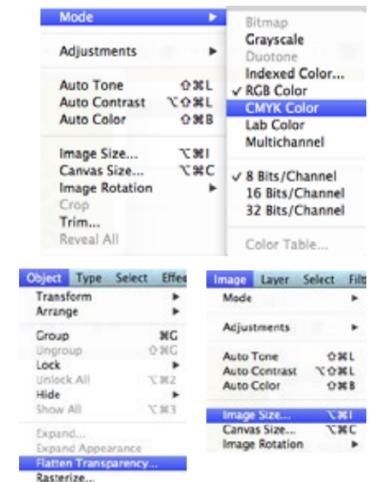
## Templates

Including graphics and imagery in your artwork can sometimes create a very large and difficult to process file, meaning the pre-press and production time is affected.

This can easily be avoided by following this checklist if you include any photographs or imagery in your artwork:

- Rasterize any as required
- Resize imagery in photoshop before placing into artwork
- Supply photographs at least 300dpi
- Create outlines
- Flatten transparency
- CMYK process colour throughout (no RGB please)

**If you need any help with this please get in touch with the pre-press team.**



## Images

Issues can occur with a fully bled out background image/colour coverage. On the folds, especially with the 90gsm coated glossy stock, ink can crack and move, causing the white paper to show through, which can detract from the look of the finished product.



Cracking on folds

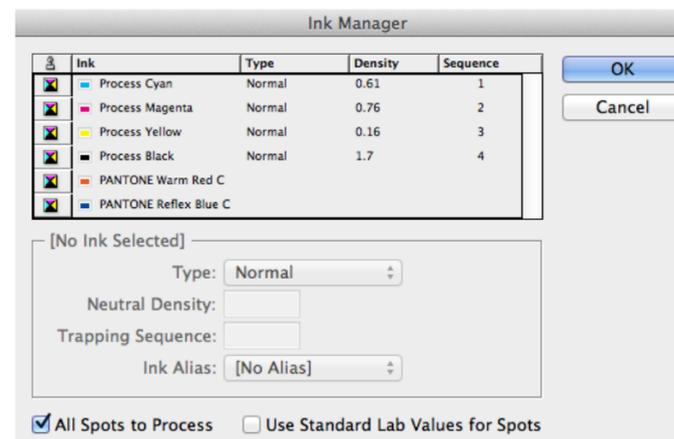
Please be wary of any heavy ink coverage, particularly if you have chosen the thinner stocks. The **70gsm uncoated stock would not be recommended for artwork with heavy coverage** due to the risk of it showing through on the reverse side.

Also please be careful of the following:

- White out text; will fill in any smaller than 7pt
- Coloured text; will be illegible smaller than 6pt
- Solid black; use 'booster black';

CMYK breakdown of: c40/m0/y0/k100

## Ink Coverage



Please ensure your artwork is supplied with only a 4 colour process.

**Everything must be converted to CMYK**, and all spot colours must be removed, unless you have discussed printing a special colour with the team. If you require any special inks, please state the Pantone code in your product spec.

Please make sure if you have embedded any image or vector files to your design, you have converted the original file to CMYK, particularly anything in photoshop with default RGB colour process.

## Colour Process

If anything is unclear, or you require any other support, please call the team on 0113 2582983

**Thank you!**