

## DOCUMENT LAYOUT

Create the document at 100%. For example a document with a final size of 1800mm x 1200mm could be supplied at 900mm x 600mm (50%), or 450mm x 300mm (25%). Please clearly mark the final trim size, including panel trim sizes in the case of pop-up displays. All documents should have a 3mm bleed on all sides with Crop Marks.

## IMAGE RESOLUTION

Images must be supplied at a minimum of 300dpi if at 100% of final output size. These resolutions are the absolute minimum requirements, images can be supplied at higher resolutions if desired.

## COLOUR MATCHING

Please assign any Pantone colours as spot when used in the document, especially in logos, this will allow us to match colours accurately.

## FONTS

Please supply all fonts used within the document or outlining all fonts.

## APPLICATIONS

Jdesign accepts files in the following formats:

PDF (Print Quality)

Quark Express 6

Illustrator (CS3)

Photoshop CS3

TIFF (High RES)

InDesign (CS3)

EPS

JPEG (High RES)

## HARDCOPY

Please supply a colour hardcopy of final artwork. Without this we accept no responsibility if any fonts or images etc. are missing.

## FILE ORGANISATION

Keep all your related files together in a single folder. Do not supply files that are not used in your artwork. Please make sure all linked files are updated.


## TRANSMITTAL MEDIA

We accept artwork via CD, DVD, ZIP Disk and E-Mail.

Please note that e-mail attachments should not exceed 5Mb

## BACKUP

We can backup final output files to CD at a cost of \$30 per CD. If you have any queries at all please feel free to contact us:



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