

ARTWORK GUIDELINES

Artwork supplied for print must be in a finished format. Any artwork received requiring alterations by our Design team maybe subject to artwork costs but this would always be discussed with you before any work is carried out. If you have any queries regarding accepted artwork formats please contact us.

Suitable Artwork File Formats

We have fully up-to-date software and can accept the following file formats:

PDF

Please make sure all fonts are loaded correctly and embedded. Also make sure that colours are saved correctly in either their spot colours or as CMYK before making the pdf. Low Resolution Files Do Not Print Well. Files created at 72dpi are NOT good enough for litho printing. Please produce graphics at 300dpi minimum where possible.

InDesign - version CS6

Please make sure your project is "packaged" and all fonts & pictures are supplied within the collected folder. If you are working in Creative Cloud (CC) please save a copy of your InDesign file as a .idml file

Illustrator - version CS6

Please supply .ai or .eps formats, please make sure all fonts are converted to outlines. If you are working in Creative Cloud (CC) please save a copy of your Illustrator file as a CS6 (or earlier) file.

Photoshop - version CS6

Please supply .psd or .tiff formats, please make sure your file is flattened and converted to CMYK

Quark Express - version 6

Please make sure your project is collected for output and all fonts & pictures are supplied

RGB Files Will Not Print

All litho printing is produced from either spot colour or CMYK. We can convert to CMYK for you, but the colours usually change slightly. We aim to produce the best possible work for our customers with the minimum of delay. We can work from most formats supplied - your handwritten or typed copy, word-processed text file or professional produced finished artwork on disk, however, our quotations are based on the details that you give us when requesting the quote. Any remedial work required to bring supplied artwork up to printable specification and extra costs incurred on unfinished or incorrect digital files will be notified to the customer and will be charged extra. Where artwork files are supplied, although we make as many checks as we can before printing, NO RESPONSIBILITY can be accepted for an unsatisfactory result caused by errors in design, style, spelling, typesetting, layout, tint levels, film output, scanning or any other results outside our control.

Copy & Text Supplied

Our quotations assume that all copy supplied will be clear and legible, preferably typed. If illegible, hand written or hard to read copy is supplied, an extra artwork charge may be levied to cover the extra time involved in our studio. Studio time spent altering or correcting any errors caused by misleading copy will be chargeable after proofing. Alterations made by the customer, other than minor corrections, and re-design work after the first proof will be chargeable on a time basis. Any text supplied on disk should be saved as an ASCII file, as well as in word-processor format.. We can accept no responsibility for any spelling or grammatical errors in text supplied on disk and assume that it has been read and spell-checked before we receive it.

Bleed

Please always allow 3mm bleed on all edges. This is an industry standard, and should always be 3mm.

Software Programs

Our own studio produces all our work using the printing industry standard programs. i.e., Adobe InDesign™, Adobe Illustrator™, Adobe Photoshop™ and Quark Xpress™. We are usually able to accept work produced in a wide range of other programs, although the most satisfactory results are always from professional programs rather than from word-processing programs. Please remember that word-processing programs such as Microsoft Word™ are NOT designed for litho printing, as the necessary bleed, tick marks, registration marks etc cannot be accommodated. We can however often convert Word™ files into a suitable format for litho printing at extra cost. Please ask our studio for advice before starting. If we quote you an "artwork supplied" price, it is based on the assumption that the artwork is professionally completed, has been thoroughly checked and is produced in an industry standard program.

Corel Draw

If you work in Corel Draw™, we are not able to print directly from your files. Please export the file as an Adobe Illustrator file™ (.ai). All fonts should be saved as curves or alternatively save the file as a pdf. Please note we will not be able to make any amends to these files.

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Create Design Print is the trading name of Create Design Print Ltd. Company Registration No. 08131260 (England)

Media Formats

We can accept files on CD, DVD & CompactFlash™ Other media formats can sometimes be accepted. Files (up to 10mb maximum) may be emailed to chris@createdesignprint.co.uk. For larger files, either email via www.mailbigfile.com, www.wetransfer.com or send via post on CD.

Fonts

Please supply all fonts used in the artwork that you are supplying. These will be used to output your work and then discarded. Please therefore supply fonts each time you supply artwork. Errors will often occur if you make a font bold or italic by using the shift/command controls. It is essential that you use the Actual Font Families to achieve these type styles. Never use system fonts such as Geneva or Chicago. Please also make sure that you have supplied all the original printer and screen fonts used on every job supplied. Mistakes in spacing and wrap-around may well occur if different fonts are inserted by ourselves. All fonts within an EPS file should be embedded or converted to curves

Tabs

If tabs are used in Quark Xpress™, it is important that actual tab settings are entered, rather than just using the tab key. Tab positions on the finished work may vary if this is not followed and no responsibility can be accepted for this.

Colour Separations

Please check carefully that nothing used in your artwork file, pictures, scans or colours, is in RGB mode. Everything used in litho printing has to be in CMYK or (for spot colour work) in Pantone colour. If you are using spot colour, it is essential that images created in other programs, such as Adobe Illustrator™, are supplied as EPS files in the same spot colours. Extra costs will be incurred if we have to correct files or images.

Tints

Please remember that tints may look very different on the final printed job than they do on your monitor screen. Due to unavoidable dot gain in plate making and on the printing press, many tints look considerably darker on the paper than they did on the screen. Be careful never to put any dark type over a dark tint. This may look quite good on the monitor, yet be unreadable on the final printed result. For tints in general, we would advise going no darker than a 50% tint on coated stock, with a maximum 30% tint on uncoated stocks. Graduated tints that start as a solid will show a step, as they start to fill in at the darkest end.

Never produce an RGB tint or graduated tint in Adobe Photoshop™ and then convert it to CMYK. Banding will result if you do. Always work in CMYK from the beginning. Never produce a graduated tint that runs from 0% to a solid. Banding at the point where the lightest tint ceases to print and where the darkest tint fills in will occur.

Scans & Images

If there are any images, scans and/or logos within the document, they must be saved as CMYK and no less than 300dpi, preferably in a TIF or EPS format to ensure quality. Jpgs can be accepted but these files are usually compressed and sometimes compromise on quality.

Laser Proofs

A laser or ink jet proof MUST please be supplied with any artwork supplied on disk. Failure to do so means that we cannot accept any responsibility for errors.

Collect for Output

Quark Xpress™ has a command called "Collect for Output". This command collects all the images and fonts used in your file and puts them in one folder, ready to supply to us.

InDesign™ has a command called "Package". This command collects all the images and fonts used in your file and puts them in one folder, ready to supply to us. If you are working in Creative Cloud (CC) please save a copy of your InDesign file as a .idml file.

Material Stock

Certain colours may rub, finger mark and scuff on some stocks. In particular, matt and satin stocks may be more satisfactory if sealed or varnished. Our advice should be sought when deciding the stock to be used if you are unsure of the results. Reflex Blue in particular is likely to rub on coated stocks.

Fine Lines & Lettering

Please do not create hairline rules or rules of less than 0.25pt thickness as these will not output as they are too fine. Registration of fine lines or lines produced out of more than one process colour cannot be guaranteed. There is always the possibility of very slight movement during printing. Very fine work is best produced out of one colour.

Reversals

Small point sizes, particularly of serif faces, should be avoided when reversed out of a solid or tint.

Black Solids

Offset litho inks are transparent, so when producing a solid black area in four colour process, it is advisable to introduce a 30% cyan tint to add better density to the black. For digital printing please set black to 100% Black only.

Cutter Guides

If your print project requires a forme (cutting tool) to be made, for an irregular shape or new box design, you will need to supply a separate line drawing of the cutting path, with fold lines indicated, so that we can arrange the manufacture of your forme.

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Create Design Print is the trading name of Create Design Print Ltd. Company Registration No. 08131260 (England)

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Experts in Business

Woodland
CARBON
www.woodlandcarbon.co.uk
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Award Winning Carbon Footprint