



File Preparation Check List

- Set Document Color Mode to RGB or CMYK.
- All critical colors are Pantone Solid Coated (Pantone+ Solid Coated)
Attach a color proof or sample if matching colors are critical!
- All fonts are converted to outlines.
- All images are at least 100 dpi at print size.
- All images are embedded (not linked images)
- All transparencies are flattened.
Especially in Adobe CS vector applications!
- File saved as; .EPS, .PDF or .TIFF
Do not downsample when saving PDFs!

Large files can be created at scale: 1/2, 1/4, 1/10, etc.
Watch your image resolution (dpi) when scaling!

- White ink files should be identified with a 100% Magenta Fill and saved on a separate layer. See... *“How to Prepare White Ink Files”*
- Digital Die Cut files should be identified with a 100% Magenta Stroke and saved on a separate layer. See... *“How to Prepare Die Cut Files”*

It never hurts to send along your native files with fonts and images gathered for output just in case.

Please call with ANY questions, and thank you for your business!