

Preparing Files:

When supplying your files, for best results please follow our guidelines.

File Format:

We accept only Press Ready PDF files.

Resolution:

All file formats must have a minimum of 300 dpi (dot per inch) resolution.

The images designed for the web are done at a low screen resolution of 72 dpi and therefore not suitable for print. Print images need to be created at 300 dpi or there will be a substantial drop in the image quality.

Colour Mode:

All colour artwork and/or images must be provided in CMYK (cyan, magenta, yellow, black) colour mode- NOT RGB!

All black & white artworks and/or images must be provided in grayscale mode.

PLEASE NOTE: Heavy black ink might cause smearing. If you like a rich Black, add 40% Cyab.

Bleed:

Please build your press-ready digital files by adding 3mm bleed all around. What's a bleed?

It is the portion of the card that will be trimmed off when cut to the final size.

Why bleed?

The purpose of a bleed is to continue a colour, image or design to the edge of the card.

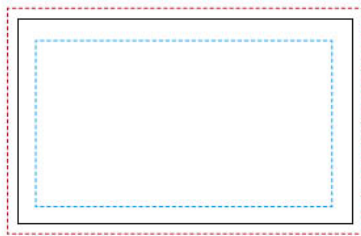
Crop Marks:

Please build your press-ready digital files by adding crop marks.

Lines indicating where the paper should be cut to produce the correct size.

(See example below and [see our templates](#)).

Business Card Template



----- Margin Size 80 x 45mm
——— Trim Size: 90 x 55mm
----- Bleed Size 96 x 61mm

Fonts:

- Fonts must be embedded in PDF files.
- Fonts must be outlined or converted to paths or curves in EPS files.
- Some fonts have copyright restrictions and will not embed in PDF Files.

Artwork Checklist:

3mm bleed

100% Scale

1-up on a single page

Convert your text to paths, curves or outlines

Please ensure that all images are 300dpi

Nominate all colours as CMYK