

# Pre-press Requirements



- **HARD COPY** Laser copy of final artwork & finished size noted.
- **FILES** Native files & High Resolution PDF required. Macintosh formatted files preferred. Single page format - no spreads. Quark, Illustrator, Photoshop & Indesign files preferred. No Microsoft Word, Excel or Powerpoint files accepted. Files created in these applications will have very poor print quality.
- **FONTS** All fonts used on job need to be supplied in a separate folder marked "fonts". Please ensure all families (screen & printer) fonts are supplied for the job.
- Shortcut bolding, italicising, etc of type will not transfer across properly and prepress will need to substitute fonts with the correct family version.
- **IMAGES** Must be saved as CMYK and no less than 300dpi. NO RGB FILES! Images need to be TIF or EPS formats.
- All images need to be supplied for linking to working files.
- **COLOURS** All special colours need to be clearly specified. Pantone (PMS) colours preferred. No 'new colour' titles. Please specify if job is to be printed CMYK, spot colour, etc. All Dielines/Forme guides to be set as 'Overprint' on file and set up in a spot color not used in the document. White areas are NOT to overprint.
- **BLEED** No less than 5mm bleed required.
- **PDF's** High Resolution. CMYK - NO RGB FILES! Single page format - no spreads. 5mm bleed & trim marks included. Type should be converted to outlines when creating your pdf, only in applications that have the option (e.g. InDesign and Illustrator) and when no changes will be made. All fonts must be embedded or outlined. No 'layered' PDF files.
- **FTP Details** Call Anthony on 9763 9166 for login details  
Incoming FTP client software available at: [www.macorchard.com](http://www.macorchard.com) Search for FTP: RBrowserLite (for OSX), Fetch (for OS9) Notification by Client of FTP file sent is requested by phone, fax or email.
- **Email** All files for output to be sent to Prepress email address: [prepress@hornetpress.com.au](mailto:prepress@hornetpress.com.au)



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**BUILT ON REPUTATION**