

PLEASE PROVIDE PRINT READY ARTWORK AS OUTLINED ON THIS SHEET

We accept EPS (CS4), Postscript Print File, JPEG or Hi Res PDF

**Note: We can not print from InDesign files - please save as hi-res PDFs with bleed.
Outline ALL fonts or send us the font/typefaces used with your file (PC only no Mac fonts)**

Wherever possible, please send vector files as these can be scaled to any size with no resolution issues. When sending vector files, please check that;

- All placed/linked files are embedded or included
- All fonts are outlined

For raster/bitmap files, use the following as a rough guide;

- Images up to A0 (1188mm x 840mm) save at 200dpi at full size
- Images A0 to 1200mm x 2400mm save at 300dpi at 1/2 size
- Images over 1200mm x 2400mm save at 150dpi at 1/2 size

Save file proportional to the final output size including 5mm bleed all round with crop marks.

If artwork is for a banner please contact our signage department or your account manager for details of bleed, pocketing, finishing etc.

We accept CD, DVD, email attachments or for larger files please call us for FTP details

**Please save each print as a separate file
NOT as one layered file or multi page document.**

**Artwork sent to us which is NOT print ready may incur
EXTRA CHARGES FOR:**

- File conversion
- Cropping and panelling
- Resizing
- Artwork changes

If sending electronically, please include a low-res version for us to use as a proof*

**Detail proof only, colour proofing can be done from hard copies or PMS refs. only*

If you require colour matching please include a colour proof as a guide and inform us of any specific PMS colours for logos etc.

(We can not colour match to a CMYK breakdown or anything viewed on screen)

**Please note that any files submitted which require changes from our
art department will be charged at an hourly rate**

Any questions please call. +6 02 9972 1900