Star
PRINT BROKERS

Electronic Prepress Submission

Customer

Contact Person _____ E-mail _____

Address _____ Phone _____

City _____ State/Prov. _____ Country _____

Project

Title _____ Trim Page Size _____ x _____ ❑ Landscape ❑ Portrait ❑ Square

Number of Pages _____ Number of CD/DVD's Submitted _____

Software Used _____ Platform ❑ Mac ❑ PC

Project Materials

❑ Completed Electronic Prepress Submission form **Native files:** ❑ **InDesign** (File> Package) ❑ **Quark** (File> Collect for Output)

❑ Laser print-out, black and white, of all files ❑ PDF's saved for "Press Quality", ver 1.3, "All Printers Marks", use doc bleed settings", no spreads

❑ All linked images, text, fonts ❑ Spot varnish file *(if quoted)*

❑ Transparencies to scan *(Quantity _____)* ❑ Reflective artwork to scan *(Quantity _____)*

❑ Fonts used. **Mac users: Include screen and printer fonts.** *(Please list fonts)* _____

_____

_____

Include applicable files *(if quoted)*. We will provide template and/or dimernsions for covers adn spine width. **Separate Files:**

❑ Coverwrap *(Back cover, spine, and front cover on one sheet.)* ❑ Text

❑ Dust jacket *(Back flap, back cover, spine, front cover, and front flap on one sheet.)* ❑ Spot varnish for interior pages

❑ Foil stamp for cover and spine dies ❑ Endpapers

Clean-up Files

❑ Images scanned at 300 dpi or greater, at size they will appear when printed ❑ Send just the files needed

❑ Bleeds, 0.125" set-up (File> Document Settings), not added to page size ❑ Graphics simplified *(blends/paths)*

❑ Images cropped to area shown on page ❑ Unused ink(s) deleted from swatches

❑ Unused pasteboard elements deleted ❑ Process, not spot ink, unless quoted 5 color/5color

❑ Images are placed and linked *(not embedded)*

File Formats

❑ Color converted to CMYK mode, not RGB ❑ Line art / logos / illustrations in TIFF or EPS

❑ Image files in TIFF format *(JPGs are okay, but TIFFs are stable and recommended)* ❑ Images files with clipping paths in EPS

❑ Each color has only one name, one swatch

Comments

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