



design and print

ARTWORK PREPARATION CHECKLIST

To avoid delays when processing your artwork please ensure this checklist is ticked and sent back to us along with your artwork.

- ☐ Single page pdfs have trim marks and at least 3mm bleed.
- ☐ Images are correct resolution: 300dpi at the scale they are placed in the layout.
- ☐ Images are in CMYK.
- ☐ Text does not encroach 3mm safe area from cuts and folds.
- ☐ All spot colours converted to CMYK unless quoted otherwise.
- ☐ Ensure all fonts are converted to outlines if possible.
- ☐ Correct bleeds added all around any cutter, including the flaps: minimum 3mm.
- ☐ 12pt text and under is set to 100% Black only.
- ☐ Minimum type size 4pt.
- ☐ Text and logos are vector based if possible.
- ☐ Large black areas: create a rich black using C40% M30% Y30% K100%.
- ☐ Include Spot UV/Emboss layer when needed, assign a spot colour and set to overprint.
- ☐ Printready PDFs supplied with and without the cutter (template)

If possible, place any cutter in a separate layer and colour to printing elements, as they need to stay on the pdf.

If your files are too large to attach to an email please submit them to us via our page at: www.en-route.co.uk/mailbigfiles/

Files that do not meet the above may not pass our pre-flight checks and may be returned or amended at the prevailing hourly studio rate.

We're happy to help so if you'd like further information about any aspect, please call the studio on 01342 894904

En Route carefully reviews all production artwork and material specifications. However, the client is responsible for final approval of all production artwork, material specifications and printing.