



PRINT Artwork Guidelines

We can accept work in either MAC or PC format

For any format other than those listed below, please contact your Account Manager or BIG Studio.

What we can accept

Quark 9, Pdf, CS5 Illustrator, CS5 Indesign, CS5 Photoshop, Corel Draw X5 (Saved as .eps or ai.), Microsoft Word, WMF, TIFF, PPT, PCX, JPEG & BMP

We can also accept any files from the above applications which are created in earlier versions to the ones listed above.

How to Supply Artwork

- Via Email attachment - (compress Mac fonts before sending over, as they will corrupt when sent via email)
- Via FTP (Contact your Account Manager to arrange your own unique login)
- On a CD/DVD/Memory Stick, sent to BIG Studio, Units 6,7 & 8 Dencora Business Centre, Whitehouse Road, Ipswich, Suffolk IP1 5NX

Fonts

Please supply all fonts needed for your design (both Printer and Screen).

For Best Results

Logos should (if possible) be supplied in spot colours. Work printed to the edge should be supplied with an even 3mm bleed.

Disclaimer

We will endeavour to take every care with your work. We cannot accept any liability for any loss, damage or non-return of disks, artwork, film or other work. Please ensure that you have a copy of all work sent to us. By sending your work to us, you are agreeing to these conditions.

All digital files will be virus checked prior to opening. In the event of a virus being found, we will return your work for replacement with our findings. We are unable to use corrupted or contaminated files.

Please send over your Print artwork in one of the 3 following formats for faster proofs:

- 1) **Quark Files** - (please collect for output and include all images and all fonts required)
- 2) **PDFs - Not password protected** - (we can then use properties from file to keep same fonts and colours)
- 3) **CS5 (or earlier) Indesign Files** - (with all linked images and fonts required)

Examples of Vector artwork

Vector artwork can be scaled up and down with no loss of resolution.



Examples of Rasterised artwork

Rasterised artwork can come in a variety of resolutions. Rasterised artwork loses definition when enlarged.

The higher the number of dots per inch (dpi) the better the quality of the raster image. You can NOT increase the resolution, it will not improve the print quality. For best results supply at 300 dpi larger than print size.

