

artwork specifications

BB Print requires press-ready artwork in a PDF format. It must include bleed, trim marks and images at 300 dpi at actual size.

- Supplying files types other than PDFs will incur additional processing charges.
- If your job is not to be printed in spot colour you must convert all spot colours to process (CMYK)

Other File Formats

Discuss with your BB Print salesperson prior to supplying any other file format.

MICROSOFT OFFICE When supplying or designing in programs such as Word, Powerpoint and Excel the final product will differ from the artwork supplied. These are not professional design programs and can give unexpected colour and fonts may be replaced. The placement of objects and text may also be greatly affected. BB Print takes no responsibility for incorrectly supplied artwork or artwork created in non-professional design programs.

PUBLISHER BB Print can process most programs however we can not accept Microsoft Publisher documents.

SPECIAL PLUG-IN Files that have used a special plug-in can only be accepted as press-ready PDFs.

General Printing Specifications

BLEED 2mm bleed added to all sides

SAFE ZONE Keep text and important images 5mm in from the trimmed edge. 3mm is required for business cards. (Make the safe zone larger for books especially on the left and right margins to allow for creep. *See Book Specs.*)

TRIM MARKS Include trim marks with your PDFs

RESOLUTION Resolution for images is to be 300 dpi (Line art image 1200dpi)

FONTS Embedded fonts or converted to outlines

Colour

SPOT COLOUR We require the spot colour nominated in your file. Please check your separations prior to supplying to BB Print.

CMYK / FULL COLOUR Convert all spot colours to CMYK in full colour jobs. Leaving spot colours within CMYK printed jobs can have disastrous results especially if transparencies are included on both offset and digital presses. ICC Profile for printing is Coated Fogra39.

DIGITAL PRINTING To ensure your colour accuracy request a BB Print digital printing colour chart.

Book Specifications

BOOK LAYOUT Supply your artwork for books as single pages. (The BB Print pre-press team will paginate books once artwork has been received.)

CREEP In a saddle-stitched booklet the bulk of pages will extend further than the outside pages when folded. This is called 'creep'. The book is trimmed when closed and the inner pages are narrower than the outer pages. BB Print will allow for this in our print setup of your job. When creating books it is essential to give a generous safe zone allowance on the left and right sides of each page. Remember the bigger the book or thicker the stock, will mean the bigger the creep.

How to send us your artwork

You can easily supply your press-ready artwork to BB Print via email, FTP via our website, dropbox, hightail, wetransfer.com on disk or with a usb stick.

HOW TO EMAIL ARTWORK

The size limit per email is 8mb. If you are supplying images or multiple PDFs consider sending them in several emails rather than all in one to avoid exceeding the email size limit.

BBPrint
QUALITY PRINT & DESIGN

CENTRAL QLD'S **No. 1** PRINTING SERVICE