

# File Submittal Check List

## Application Specs

### - Illustrator/Corel Draw or Freehand -

- All type is converted to vector art. (Depending on application outlines, curves or paths)
- All linked images are submitted and in CMYK color mode.
- All files saved as eps.
- Images are NOT SAVED as RGB, monochrome, duotone, tritone, quadtone or jpeg.

### - Photoshop -

- I have saved images in CMYK color mode NOT RGB.
- I have saved images with tiff or eps file extensions.
- All channels have been deleted with the exception of CMYK.
- I understand that small fonts rendered in photoshop will print poorly.

### - Quark for Mac's -

- Both printer and screen fonts have been submitted. I used actual font and they have not been stylized. (do not bold, italic or underline fonts)
- All linked images are submitted and in CMYK color mode.
- I have saved images with tiff or eps file extensions. (no LZW files)
- Images are NOT SAVED as RGB, monochrome, duotone, tritone, quadtone or jpeg.

### - Quark for PC's -

- All true type fonts have been submitted. I used actual true type font and they have not been stylized. (do not bold, italic or underline fonts)
- I have saved images with tiff or eps file extensions.
- All linked images are submitted and in CMYK color mode.
- Images are NOT SAVED as RGB, monochrome, duotone, tritone, quadtone or jpeg.

## Design Specs

- Full bleeds extend exactly 1/16" (.0625") beyond the actual trim size or I will not hold Growstrong responsible positioning errors.
- All critical design elements are placed at least 1/8" (.125) from the trim edge.
- All color images are scanned at 300 dpi and black and white bitmap images at 1200 dpi. I know that the quality of print will degrade if I enlarge scanned images and/or use Internet web site images that are 72 dpi.
- I am not ordering a color proof. And understand Growstrong's printing process and a reasonable color variance may occur and slightly differ from my monitor.
- All borders are at least 3/16" (.1875) wide. (1/16" for bleed plus 1/8" width) and black border are in CMYK color mode. We suggest setting black at (60c, 40m, 0y, 100k).
- Multiple master fonts have not been used.

Contact \_\_\_\_\_

File Name(s) \_\_\_\_\_

## Fax with Order Form

Signature \_\_\_\_\_

Date \_\_\_\_\_