

# SpiralCreations

## SUPPLYING YOUR OWN ARTWORK

Please provide crop marks on all your supplied artwork.

**Colour needs to be set as CMYK not RGB (RGB artwork will be converted to CMYK and this could effect your colours).**

**Please make sure they are set to high resolution.**

### PDF Files

We request all our artwork to be supplied as high resolution (300dpi). It is important that you prepare your PDF file in the correct way. These options must be set for commercial printing:

- Resolution - Choose High Resolution
- Compression Settings - For colour and greyscale this should be down sampled to 300dpi with "auto compression" set on high
- Font Embedding - Should be set to "embed all fonts"

### Illustrator

Include all embedded images and convert all text to curves. Save as a EPS or PDF file.

### Photoshop

Set Resolution to 300dpi when starting your new document. Save file as either TIFF or JPEG. Other files not listed above must be saved either as a PSD, EPS or JPEG.

**Please note: If you need us to make changes to your file (JPEG / EPS), we will require you to re-supply new artwork as either a PSD, PDF or AI file as we are unable to make changes to flattened images (JPEG / EPS / TIFF).**

### Indesign

Please ensure all fonts and pictures used in your artwork are supplied to us in a separate folder using the "package" function under the "file" menu. Compress the document using Stuffit or WinZip before uploading or sending your order via e-mail.

**Please include a PDF. This is for our reference to make sure that nothing is missing or moved on the artwork supplied. Please note that this will be proofed first and could cause a longer delivery time.**

# Artwork Bleed

It is essential that there is a minimum 3mm bleed around your artwork. This is for cutting purposes. For example: A6 size would be 111mm x 154.50mm. Save your artwork as any of the above formats. Please note that there is a 2mm tolerance for cutting on all jobs.

**Please ensure that the colour is set to CMYK not RGB.**



## Microsoft documents

We **cannot** use the following formats for printing:

- Word
- Excel
- Publisher
- PowerPoint
- Works

## Help!?

If you have any queries please email us at: [info@spiralcreations.co.uk](mailto:info@spiralcreations.co.uk)

**Email:** [info@spiralcreations.co.uk](mailto:info@spiralcreations.co.uk)

**Website:** <http://www.spiralcreations.co.uk>