



Faulstich

PRINTING COMPANY

Good impressions since 1932

ARTWORK SPECIFICATIONS

2001 E. Voorhees • Danville, IL 61834
Phone (217) 442-4994 • Fax: (217) 442-4992

Email: prepress@faulstichprinting.com
Web: www.faulstichprinting.com

WHAT TO DO

1. Copy **ALL** parts of file.

- document
- all fonts used
- all graphics used (even if they are embedded)
- all photos/scans

2. Submit a hard copy or "press quality" .pdf file to verify file output.

3. **Proofread** & test print your files. Added charges may apply if we need to modify your files.

We are not responsible for errors in supplied files.

APPLICATION FILES

Mac or PC format

PREFERRED

- Adobe InDesign CS or higher
- Adobe Illustrator CS or higher
- Adobe Photoshop CS or higher

ACCEPTED

- QuarkXPress - Ver. 6 and higher

*MAY REQUIRE PREPRESS TIME

- Microsoft Publisher
- Microsoft Word
- Microsoft Powerpoint
- WordPerfect
- Pagemaker
- Pages (Mac)

* If these programs are used, it may require additional time and cost to the customer to reconstruct the file in order to get a proper press output.

FILE SENDING CHECKLIST Follow this checklist prior to sending file.

- Collect all fonts used in your document.
- Collect all graphics/links used in your document.
- Convert all graphics and photo files from RGB to CMYK or grayscale.
- For documents that bleed off the edge of the page, include .125" (1/8") bleed on all sides.
- Make sure all critical information is at least .125" (1/8") from finish edge or it may get cut off.
- Rotate, scale and crop all images before placing on page.
- Image scan resolution should be 300dpi for grayscale & CMYK images. Use 1200dpi for bitmap line art.
- Send document in single (1-up) page format, **do not** make your own printer spreads or business cards in 10-up format.
- Provide laser proof (or press quality .pdf file).
- Spell check document.

FILE TRANSFER OPTIONS

- ➔ **Email files smaller than 10MB to:**
prepress@faulstichprinting.com
- ➔ **Send larger files (max. 200MB) via FTP.** See our website.
- ➔ **Mail:** Disks/CD's can be sent to our street address.
- ➔ **Local:** You may drop off jump (flash) drive and it will be returned to you.

ADDITIONAL INFORMATION

- There may be additional charges to correct/alter files.
- Normal production time begins with acceptable output from your file.