



*Faulstich*  
PRINTING COMPANY  
*Good impressions since 1932*

## TIPS FOR SUPPLIED FILES

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### COMMON PROBLEMS ENCOUNTERED WITH SUPPLIED FILES

#### ➔ **Missing fonts or no fonts sent with document file.**

**ALL** fonts that you use in your document should be included when you send your files to us. This assures that the fonts remain as you intended.

#### ➔ **Low resolution or missing graphics.**

Customers tend to download graphics from the internet and think that since they look good on their monitor and print out on their inkjet printer, they will print properly on a press. Most web images are only 72 dpi (dots per inch) and conformed for your screen. They look fuzzy when printed on a press. Color and grayscale images should be scanned at 300 dpi. Line art images should be 1200 dpi.

#### ➔ **Mistaking a .jpg or .tif file that has 2 colors will print with only 2 colors.**

A logo that looks black and purple on the screen and in your document will not print in black and purple because it is actually a RGB (screen color) image. Unless you use spot color channels in Photoshop and save as a .DCS file or in Illustrator saved as .pdf, prepress time and additional cost may be required to achieve appropriate color output.

#### ➔ **Photos saved in RGB format.**

Our presses run in CMYK format. RGB photos are for computer monitors and may not print out correct color unless the proper format is used. If we have to correct the formats, there may be additional cost involved.

#### ➔ **Line art (logos) saved in 300 dpi grayscale format.**

Vector art or line art should be scanned in 1200 dpi bitmap format. If they are in grayscale, they will print out in a dark "gray" instead of solid black.

#### ➔ **Incorrect Pantone colors specified.**

If you are using spot colors in InDesign, Illustrator or Quark, use either the PANTONE SOLID UNCOATED palette or PANTONE SOLID COATED palette. Other colors used may require extra prepress time and additional cost to correct.

#### ➔ **No bleeds.**

For example: you have a 3.5" wide x 2" high business card that has a solid blue background and you send the file to us exactly 3.5" x 2". This will require a do-over by you or prepress time and additional cost if we have to correct the no bleed problem. **If your document has colors that go all the way to the edge, THEN YOU MUST PROVIDE .125" (1/8") BLEEDS ON ALL EDGES.**

#### ➔ **Critical information too close to finish edge.**

Even though our equipment is highly accurate, there still can be slight shifts during the press run or folding machine. To avoid any of your data getting cut off during the final trimming, allow at least .125" (1/8") margin around all edges of your document.