



Could you please check that the following items have been attached to your job.

- 1 List name and version no of your program
- 2 Include all fonts and graphics (Eps, Tiff, Jpeg)
- 3 If printing full colour, ensure all images are converted to CMYK and are high resolution.
- 4 If using PDF format, ensure it is a press optimised PDF.
- 5 Include 3-5mm bleed around document when setting up. If this is not done, an accurate final trim size cannot be guaranteed.