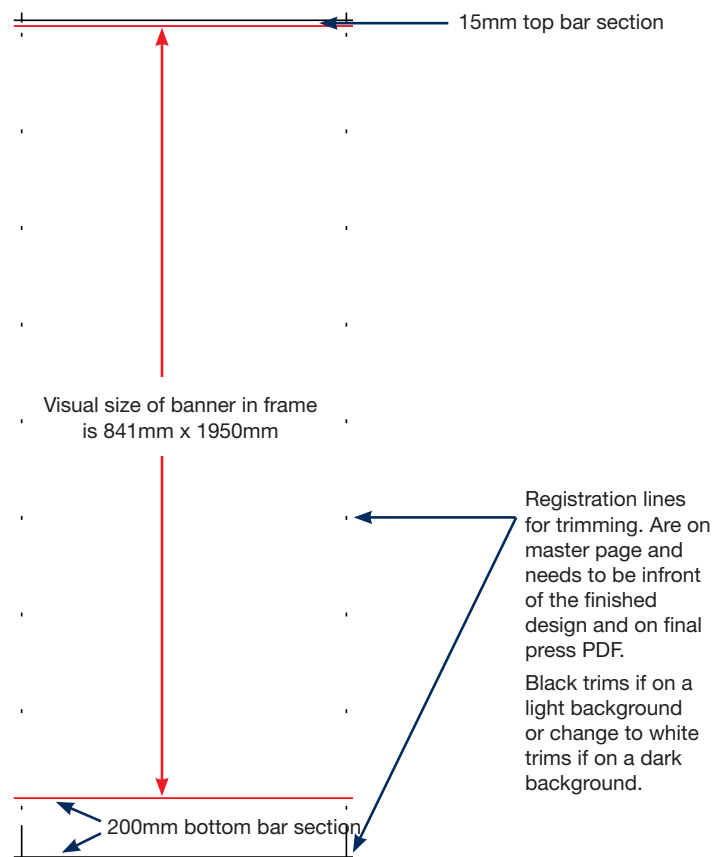


General Information

- Template file is at the correct size 841mm x 2165mm.
- Visual size of banner in frame is 841mm x 1950
- 15mm bleed at top and 150mm bleed at bottom has been added to the 1950mm height measurement. This is to ensure that there is clear space for the top and bottom bars and that it won't interfere with text etc. The 15mm at the top and 200mm at the bottom is outside the 1950mm visual height of the banner.
- The template is at trim size and has bleed of 20mm in the "Document setup". This is required to assist the final finishing process.
- The master page has been set up containing registration lines for trimming. DO NO DELETE from master template. These are to be on the final press PDF *infront* of your finished artwork/design.
- If you have a dark background, the registration lines on the "Pull-up master" need to be made white from registration colour.
- The Banner template has been designed to suite Intertype's unique production requirements and are considered unsuitable for other suppliers to use.
- All templates remain the property of Intertype and MUST NOT be used for any other purpose than to set up files to be printed by Intertype.

Creating press PDF and checking final PDF before sending to Intertype:

- Fonts are embedded within your PDF.
- Transparency is flattened to "High Resolution" when creating your press PDF
- Under "Marks & Bleed" when creating your press PDF, make sure the following is applied:
 - Trim offset is set correct: 20mm
 - Document bleed setting is correct: 20mm.
- Check that the file is separated correctly.** (Double check by selecting the "Advance" menu, select "print production", "Output preview". In the "show" drop down menu, select "Not device CMYK").
- Check that the file is flattened.** (Double check by selecting the "Advance" menu, select "print production", "Flattener preview". In the "highlight" drop down menu, make sure that "None" is black text and the drop down menu is all greyed out. If not all grey, file is not flattened. You *must flatten* your file when creating the press pdf).



Artwork checklist:

- Physical size is correct
- Bleed is included. ie 20mm
- File is set up CMYK.
- Black text is not a mixture of CMYK or RGB
- Registration marks on master template are included and in front of the finished artwork/ design
- Text is not within 50mm of the trims.
- All unwanted colours have been deleted from the colour pallet.

Images checklist:

- Scans / colour images / rasterised files must be supplied at 300dpi for printing
- Be careful not to scale the images too large as this will result in the picture pixelating when printed.
- All linked files must be either EPS, Tiff, PSD or AI format
- No LZW compression is applied or used in other programs
- Files supplied in Illustrator are separated correctly with all links and fonts either supplied, outlined or embedded
- Colour management is off when saving files (no lab/ SWOP colour or ICC Colour Profiles are used)

- Some clients choose to use their own graphic designers and supply us with finished artwork usually as press ready PDF's. It is the graphic designer's role to ensure that their client is fully informed on how their design will perform in the printing process and to correctly specify all aspects of the job including colours.
- If supplied artwork prints blurry or pixelated, Intertype can not be held responsible for the final result.
- Intertype will faithfully reproduce what is provided in the PDF file and can't be held responsible for any errors, omissions or lack of prepress, print production or finishing knowledge of a client's appointed designer.
- All of Intertype quotes include the cost of performing one pre-flight check prior to printing of your supplied press PDF. If errors are found in the preflight, a \$25 + GST charge will apply for every resubmission of the final press PDF until correct.
- If your designer is unsure of how colours will perform, we are more than happy to provide a colour proof at a cost of \$75 + GST each.
- The above check list provides your designer with a handy reminder of the main items that they should considered for reliably producing PDF files that will perform in the print production process.



Intertype will not be responsible for reprinting your job if you do not flatten your Press PDF, or your artwork is not "Print" ready

This means, that all technical issues associated with document size, halftone, fonts, format, bleeds, colors, trims, trim offset, vector graphics, transparency flattening, DPI, registration and color-separations have been taken care by your graphic designer.

If the printing of this job is not correct because of any artwork issues, you will be responsible for all costs

