



PREFERRED ARTWORK FORMATS

Accepted Software Formats

Quark Xpress (currently @ version 7)

Please ensure that ALL eps/tiff/bmp files & fonts are collected and sent with the quark files. (including a pdf file of the artwork is advised, to check the copy against, and also in case there are any issues regarding the collected files).

Adobe Indesign (currently @ version CS2)

As with the Quark files, please ensure that all necessary fonts and artwork files are included. Again, including a pdf of the job may also be useful.

Adobe Illustrator (currently @ version CS2)

Files that have been created in Illustrator may be saved as EPS, PDF or native AI files.

Adobe Photoshop (currently @ version CS2)

Files that have been created in Photoshop may be saved as any of the given formats (depending on the artwork content). Greyscale (halftone graphics) images are advised to be saved at least 300dpi. Bitmap images (solid single colour graphics) are best at around 800-1200 dpi. 4 colour & Duotone images are best at least 300dpi.

Please Note: due to jobs being printed in different processes, these specs are not always 100% reliable. If there are any doubts or questions please contact our repro department.

Notes about artwork content.

- Print ready pdf's may be ok to use, but due to the way the job may be printed, they may cause some problems. Please check with the repro department prior to placing the job if you have any doubts.
- Please refrain from sending artwork in from programmes such as Microsoft Word, Excel and any other non graphics related software. For programmes such as Microsoft Publisher etc. producing a pdf of the artwork is usually the best method.
- All supplied artwork should be spot colour (with the relevant PMS references). Please avoid sending any single colour jobs in 4 colour process..
- Fonts may be outlined, although this may limit any amendments that may need making.
- Vector artwork is preferred over any resolution dependant artwork wherever possible (as this will give cleaner and more defined lines on text and logos).
- Any artwork must be set up on the correct size of envelope. Please make sure you are aware of the specifications before creating the job.
- All jobs that are being used to post by Royal Mail must adhere to their specifications. please see www.royalmail.com for any info regarding this if you have any doubts.