



Supplying files for printing at

**Worldwide**  
online printing

### Software formats (Mac or PC)

We prefer PDF (ask for our Distiller Job Options). Each page as a separate PDF.

Quark Xpress (up to 4.11), Indesign (up to CS), Illustrator EPS (up to CS), Photoshop (up to CS) TIFF or EPS.

**We do not accept** Corel Draw, Pagemaker, Word, Publisher or Power Point files.

Please do not supply Postscript files, LZW compression or JPEGs.

### Bleed and Crop Marks

2mm bleed required on all artwork. Always make sure your artwork has crop marks **outside** the 2mm bleed area but **inside** the document area (increase your page size to allow for crops).

In Illustrator do not select make crop marks - you must draw the crop marks manually.

<i>Business Cards</i>	(54x90) + 2mm bleed =	<b>58x94mm</b>
A4	(210x297) + 2mm bleed =	<b>214x301mm</b>
A5	(210x146.5) + 2mm bleed =	<b>214x150.5mm</b>
DL	(210x97) + 2mm bleed =	<b>214x101mm</b>

### Colour

All artwork should be in **CMYK** (including all placed/imported files) unless the job has been quoted for PMS.

Convert all Pantone colours to CMYK - colours should not be spot colours (unless quoted for).

**Do not supply files as RGB.** Do not supply separations.

If printing **PMS** talk to our designer **before sending any artwork.**

### Fonts

Wherever possible, convert all text to curves/outlines. Otherwise, supply all fonts with your job (Macintosh Postscript only). Make sure all fonts used in EPS, TIFF and PDF files have been embedded. Do not use artificial font formats by selecting Bold or Italic.

### Resolution

Resolution of all images must be 300dpi. Linework requires resolution of 800-1200dpi.

Make sure all of your images are supplied at the size they will be printed.

### Exporting as EPS

Always save your EPS files as Postscript Level 3. Document format Binary.

### Illustrator

Select all artwork and in Attributes input 2400, also select 2400dpi in Document Setup. Ensure that you select and remove "stray points" from your artwork. Convert all fonts to curves/outlines.

### Gradients & Vignettes

Make sure gradients in Illustrator are set at 2400 in Attributes, 2400 in Separation Setup and 2400 in Document Setup. Preferably set up gradients in Photoshop to prevent banding.

### Imposition

All artwork must be provided as **1 up** with crop marks and 2mm bleed.

### Proofs

Always supply a printed proof, or a mock up if printing multi-page or double sided documents.

Always supply separation proofs for PMS jobs.

Ensure that you **spell-check** your job thoroughly.

### Folded documents

Worldwide have standard templates for A4 to DL brochures. The measurements for the folds are outside 97, 100 and 100mm and reverse for the inside 100, 100 and 97mm.

If you require a template for a document not listed here, please ask our designer.

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Please call us if you have any questions about this information. Worldwide will not make alterations to incorrectly supplied artwork. Please understand that **problems with supplied art will delay your job**. Standard turnaround time is **5-7** working days from **approval of artwork**. Urgent requests must be made at the time of quoting.

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**Worldwide Online Printing - Bondi**

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