

ARTWORK GUIDELINES FOR FLYERS AND BUSINESS CARDS

If you wish to supply your own artwork please follow these guidelines

- Allow 5mm bleed on all sides.
- Convert RGB and spot colours to CMYK.
- PDF files must have fonts & images embedded.
- CorelDraw files must have all fonts converted to curves.
- JPG files must be at least 400dpi.
- Set black text and fine lines to overprint.
- Avoid using small text (below 7pt) that is made up of more than one process colour.
- Text, images, logos etc must be at least 5mm away from the edge of the page.
- Avoid using small text (below 7pt) that is white, reversed out of a background that is made up of more than one process colour.
- MS Word, Powerpoint, Excel and other MS Office files can be used, however there will be an artwork fee to convert them to a print ready file.

FLYERS

PREPARING PDF'S THAT WAS SETUP IN ANY MICROSOFT DOCUMENTS FOR PRINT

IE: MS WORD EXCEL, POWERPOINT, PUBLISHER ETC. **R99**

PREPARING MICROSOFT DOCUMENTS FOR PRINT

IE: MS WORD EXCEL, POWERPOINT, PUBLISHER ETC. **R199**

CHANGES ON EXISTING ARTWORK **R299**

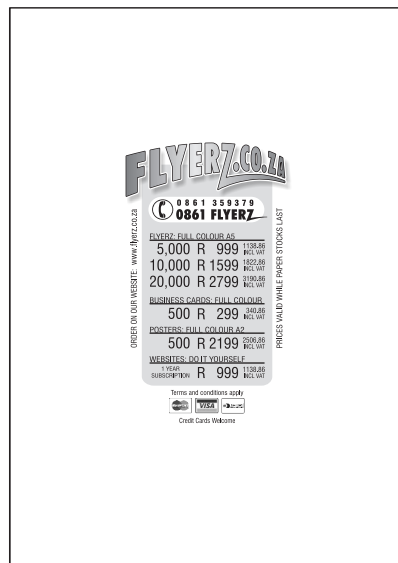
COMPLETE NEW ARTWORK SINGLE SIDED **R499**

COMPLETE NEW ARTWORK DOUBLE SIDED **R699**

BUSINESS CARDS

SINGLE SIDED **R99**

DOUBLE SIDED **R149**



PRICES EXCLUDE VAT

**Greyscale advert
will appear
on the reverse side**