

Digital file Specification



YORK MAILING

The difference is in the detail.....

Digital File Formats

We require composite CMYK PDF files created to our Digital specification.

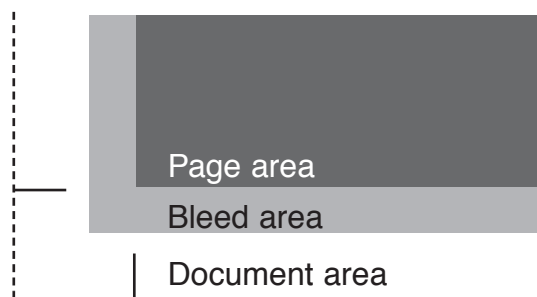
All PDF files must be preflighted prior to being supplied to York Mailing.

For imposition purposes, pages should be saved and supplied as individual pages and not as double page spreads.

A minimum of 3mm bleed is required around all pages to ensure that any images or tints do not end short of the page. It is recommended that text or subject matter does not fall within 5mm of the trim edge to prevent any of the content being trimmed.

All PDF files must be centred with registration

All PDF pages must have the same document area offset.



Files must be compatible PDF version 1.3

Files must not contain translucent or transparent layers, these functions must be disabled and correctly rasterized. No responsibility can be accepted by York Mailing for incorrect imaging.

Files must contain all images in high resolution, CMYK format and have all fonts embedded at Postscript stage.

Files containing images must not have embedded profiles linked, transfer functions, include Postscript colour management and must not be 16 bit channels.

Files should not include any Truetype or Multiple Master fonts or original JPEG images.

All Pantone and RGB images must be converted to CMYK before creating the Postscript file as consistent colour conversion on the Rip cannot be guaranteed.

No password or security options should be allocated to the Distiller settings.

Flight checking

Contents of digital files must be verified prior to sending. The file content remains the responsibility of the sender.

Spot colour naming must be consistent throughout multi document creation.

The flight check must ensure the following;

PDF version compatibility 1.3

Image resolution = 300DPI for colour and grayscale and 1200DPI for monochrome bitmap images.

All fonts embedded.

Colour = CMYK (Spot colours are to be used only when required).

Proof Delivery

Customer proofs should be supplied at 100% size.

Proofs should be marked with correct page numbering relative to pagination of job.

Digital Page Formats

Thin lines, box rules, small type matter and detail should be reproduced in one colour only.

Type less than 7pt in size and lines less than 1pt may fill in on press when reversed out. We recommend not to go below these sizes

For consistent black, all large areas of black should be underpinned with 40%cyan. We recommend that a new black is generated in the colour palette saved with a name of your choosing.

Registration black must not be used for creating content within a document.

Open Files

Quark documents should be supplied in Quark 4 or Quark 6. If using Quark 5 please save down to 4 before sending.

All printer and screen fonts should be supplied. Orphan fonts must not be supplied. All images should be updated and file resaved prior to sending. York Mailing cannot be held responsible for files that update incorrectly.

All images should be stored in one sub folder named 'Images'.

3mm bleed all round should be supplied on all documents

Policy

York Mailing cannot be held responsible for any errors arising from files being supplied that do not correspond with our specification set out in this document.

All work is quoted as high res PDF files being supplied.

Open files such as Quark or InDesign should only be supplied in the last instance. We are happy for Quark files to be supplied in conjunction with PDF files as a back up.

Please be aware that extra costs may be incurred if anything other than high res PDF's are supplied

Whilst every effort will be made to check data supplied as open files, it must always be the responsibility of the sender/client to check and sign off final proofs. York Mailing cannot be held responsible for problems occurring due to open files being supplied.

Any files that are reprocessed and Ripped (if corrections are made for example) must again be signed off by the sender/client.

It is our policy to only release a job to press once final written approval has been given.

Data supply

files can be supplied in any of the following manners:-

CD or DVD

via ISDN to 01904 607154

Via e-mail providing files are under 4Mb in size to prepress@yorkmailing.net (PDF's only)

Via FTP (Login details given on request). Please note: you will need a Client FTP software to upload files to our FTP server. These are readily available as free downloads via the internet.