



Prepress Guidelines

Our goal from start to finish is an efficient presentation and production of your order. To facilitate this objective, we ask that you observe the following guidelines when submitting artwork for proofing and production. On occasion, there may be certain design characteristics that could result in undesirable production results. Your customer service representative will work with you to point out these potential issues and a possible resolution before we proceed with the proofing process. Thank you for your consideration and assistance.

Accepted Formats for Sending Files:

- E-Mail artwork to: artwork@muncienovelty.com
- All files and correspondence should include the job number and/or account name in the e-mail subject line. This will help us to track your job throughout production.

Accepted Artwork Formats:

- Adobe Illustrator is the preferred layout application
- Artwork should be easy to manipulate
- Colors should reflect the uncoated Pantone selection or be CMYK
- Fonts in artwork should be provided or converted to Vector line art (linked to images)

Unacceptable Art Formats:

- Microsoft Word, Excel, Publisher or PowerPoint.

Pictures, Photos and Process Images:

- Minimum Resolution: 300dpi, placed at 100%
- TIFF, JPG or EPS format
- Artwork should be created in layers and easy to manipulate
- 1200 dpi for Bitmap
- All original images should be sent with file

Ticket Layout:

- All fonts in artwork should be provided or converted to vector line art
- Non compressed text should be 4 point or greater
- Compressed text must be at least 6 point
- If using reverse print, use bold font at least 6 point

Variable Data Formats:

- Microsoft Excel or Access.

Thermal Tickets General Information:

- We can print a total of 8 colors on a given job
- Backside print should not interfere in "quiet zone" if the copy color contains black
- Pictures and process images should be screened to no less than 8%
- Text Screens should be no less than 70%
- We typically use 133 to 175 line screens for plates
- Direct Thermal stock is treated with a coating that absorbs ink, dulling an image from what may be expected from a stock with a gloss finish

Proofing:

- We will provide a digital proof via e-mail as a PDF file
- When necessary a hard copy will be provided upon approval on electronic proof