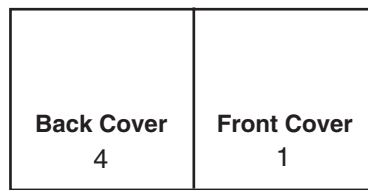
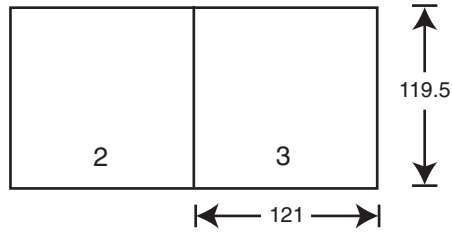


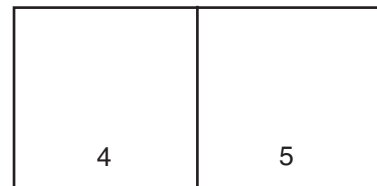
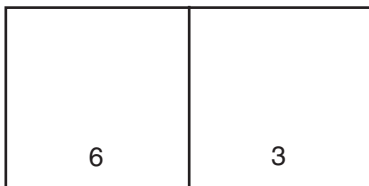
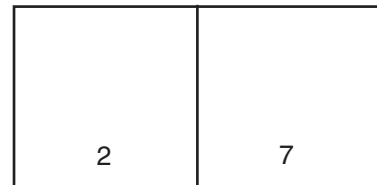
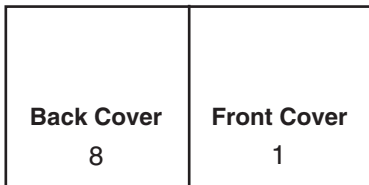
CD 4 & 8 Page Booklet Pagination

Printers' spreads standard saddle-stitched

4 Page Booklet



8 Page Booklet



minimum 3mm bleed

Scale 1:5

Artwork to be supplied on CD Rom or zip disc.

Files should be supplied in Macintosh format and not less than 300dpi and not more than 350dpi.

Accepted formats: Adobe Acrobat, Quark 4.01, Photoshop 6 and Illustrator 9.

If supplying as PDF supply separated with 15mm offset.

Printers' spreads are the page layouts necessary for book printing.

Printed proof of latest file to be supplied.

Artwork to be as specifications supplied.

Include all fonts (both screen and printer) with each job.

Send us your files

Media

We can accept your files electronically or via the following disk types.

Compression :
for fast,efficient file transfers

CCS recommends that before you send us your files,you compress your documents, fonts, pictures or postscript files into one compact file.We accept all files compressed with Stuffit for the Mac.

Email :

for files less than 5MB
Our email address is
screenbase@ccsmediapackaging.com
We request that you compress files,fonts etc.

Zip Disk :

Zip disks can hold about 100MB.
We accept zip disks for Macs.

CD Rom :

We accept CD Roms for Macs.

If your preferred method of sending files, is not specified, please contact us.

Programs

All fonts and graphic files linked to your document must be included.

Please note that CCS are unable to accept PC format.

Program Version

Quark Xpress	4.1
Adobe Acrobat	5.0
(seperated)	
Illustrator	9.0
FreeHand	10.0
Photoshop	6.0
InDesign	1.5

If the application used to create your document is not specified above,please contact us.

your details:

prepress checklist

contact name

telephone number

company

1. File information:

Name of file(s) to output:

Application:

- Postscript
- Acrobat (PDF)
- QuarkXpress ver. _____
- Illustrator ver. _____
- Freehand ver. _____
- Photoshop ver. _____
- Other _____

Please contact us if you would like to be sure that we can accept your file.

Platform:

- Macintosh
- Compressed

2. Checklist:

Hardcopy included
Please ensure that we have a hardcopy for proofing.

All images
i.e your hard copies that you would like scanned.

Non postscript/PDF users:

All fonts
including fonts used in any eps file.

All digital images
(ie: eps & tiffs) including images used in any eps file

Digital output

- Colour
- Black & white

3. Transport media:

- zip disks (100 MB)
- cd -rom
- email -files under 5 MB
(screenbase@ccsmediapackaging.com)

Special instructions: