

## HOW TO CREATE A PRINT-READY FILE: STAPLED BINDING FOR LARGE PRINT RUNS

The following instructions will help you create a print-ready file. If after reading them you are still unsure about anything, please visit the [FAQ](#) section of our website, request a professional File Check or contact customer services.

### 1 FILE FORMAT

Send your file in **PDF format in 1:1 scale (not password-protected), without crop marks or registration marks.** The PDF should be sent in single pages in reading order - spreads will not be accepted. Send a single PDF file including both the cover and the inside pages, in reading order.

**Page order**

✓ Single pages in reading order

1 Cov. 2 Ins. frt. cov. 3 4 SALES 5 6 WIN TER 7 8 9 50% OFF 10 50% OFF 11 12 SALES 13 14 15 Ins. back cov. 16 Back cov.

✗ Spreads

16 Back cov. 1 Cov. 2 Ins. frt. cov. 15 Ins. back cov. 14 3 4 SALES 13 12 5 6 WIN TER 11 10 7 8 9

### 2 COLOURS

The same colour can appear slightly different on different media due to the physical composition of the paper. All files should be sent in CMYK (cyan, magenta, yellow and black), with a Fogra 39 colour profile. For text or black artwork we recommend using K100 black (0%-0%-0%-100%). Any images which are sent in RGB or in PANTONE colours will be automatically converted using a standard separation profile.

### 3 RESOLUTION

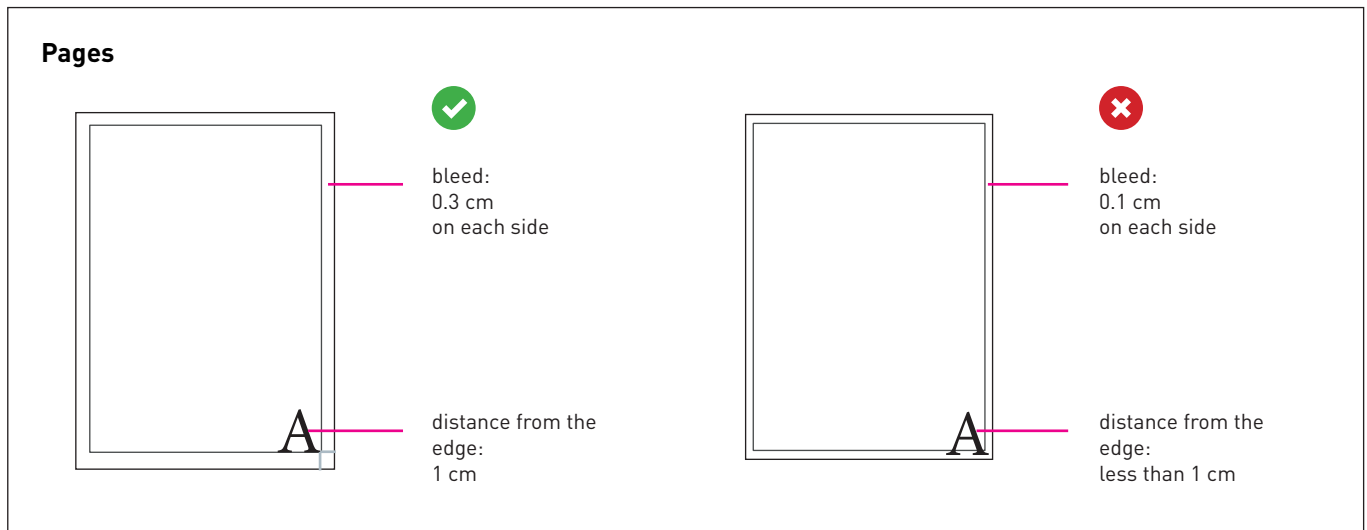
The optimal resolution for the print files is 300 dpi.

### 4 FONTS AND PATHS

Fonts should be embedded in the PDF or converted into curves/paths. The minimum font size (below which we cannot guarantee perfect print quality) is **6 pt**. The minimum printable line weight is **0.25 pt**.

## 5 MARGINS AND BLEEDS

Export the file with a 3 mm bleed on each side. We also recommend placing text no more than 10 mm from the edge to avoid it being too close to the cut line and therefore difficult to read.

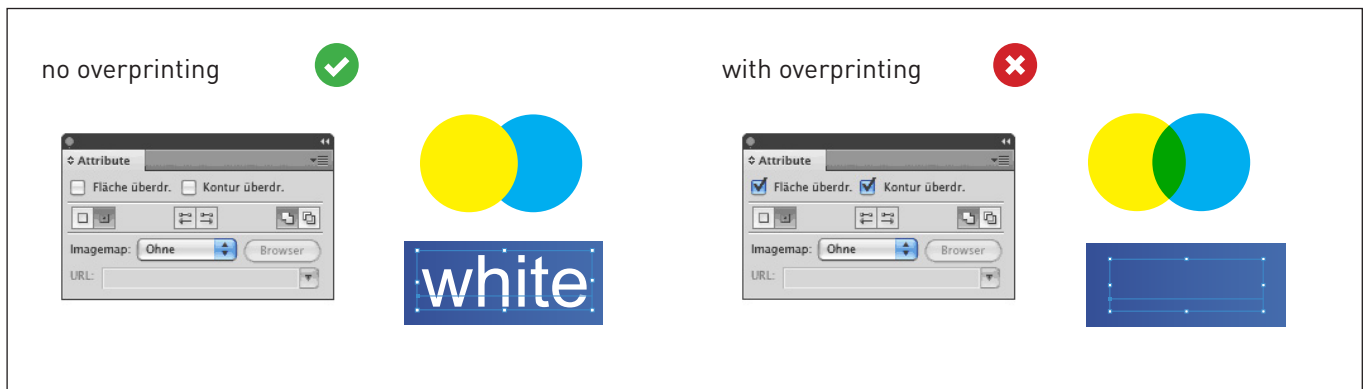


## 6 ADDITIONAL INFORMATION

We **do not advise placing frames and passepartouts too close to the edges**, to avoid any inaccuracy due to the cutting tolerances.

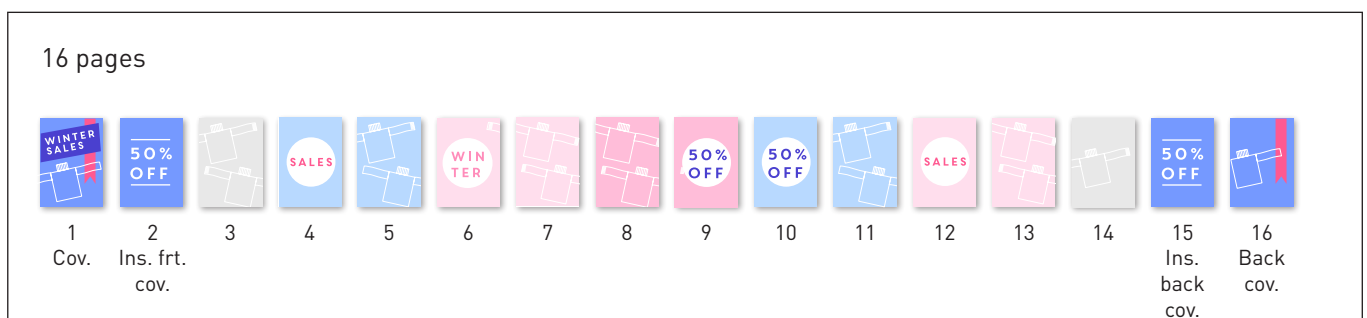
By default, when overlapping opaque colours are printed, the top colour knocks out the area underneath.

Overprinting prevents knockouts and allows the inks to overlap. To avoid unexpected colour results, **check that your file does not contain overprinted objects or text**.



## 7 NUMBER OF PAGES

The number given on the order form is the number of pages in the brochure: each sheet comprises two pages, i.e. the front and the back. The total given on the order form also includes the cover, which always has four pages, and which for this product can either be made with the same paper type and weight as the inside pages, or with a different paper type and weight. If only the outside front and back covers are to be printed, please include the inside front and back covers anyway as blank pages.



## GOOD TO KNOW - Stapled Binding for Large Print Runs



PDF



300 dpi



CMYK



FOGRA 39



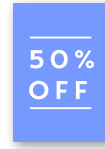
3 mm bleed



Inside pages and cover: send a PDF file containing single pages in reading order.



1  
cover



2  
inside front  
cover



3



The PDF should be exported without crop marks or registration marks.



### FURTHER INFORMATION



Large print run magazines with stapled binding are packed with straps and delivered on pallets shrink-wrapped in cellophane, with cardboard corner pieces.

We do not deliver them in boxes because the straps allow us to divide up and sort magazines printed in smaller quantities more quickly, before passing them to our couriers.

The straps contain various quantities of magazines, depending on the number of pages in a single publication.

Stapled binding publications with 20/36 pages: 80 copies per strap

Stapled binding publications with 52/68 pages: 50 copies per strap

Stapled binding publications with 84/100 pages: 40 copies per strap

Bear in mind, therefore, that the order will be delivered on pallets, and so you will need a means to move them.