

GPB DESIGN CHECKLIST



PDF FILE REQUIRED

We require your files to be submitted in .pdf format. Please make sure that your images are embedded and your fonts are outlined. If this is not completed, your file may lose some typefaces and/or images.

CMYK Color Mode

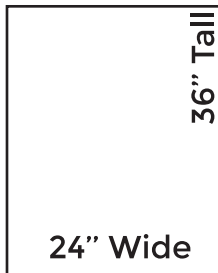
In order to have the colors on your file print properly, the file must be in CMYK color mode. RGB is for web/screen viewing only.



Helpful Tips: When printing a true rich black, make sure your CMYK values are all set at 100. When printing with a blue in your design, be sure there is at least a 30% difference in your Cyan and magenta values, this avoids having your blues print purple.



Correctly Sized Files



Please be sure your files are correctly sized. For example, if you would like a 24"x36" poster, your .pdf file should be 24"x36".

While we can print to fit on some copies, fliers, and posters, we are not responsible for the quality or placement of the print, should you choose this option.

Bleed

Please insure that your file has the correct amount of bleed if it is required. Bleed is built into the design to ensure that any background images or colors extend all the way to the edge of your print product. It extends the images past the cut line, and the excess is trimmed after printing.



— — — = Bleed

Make sure all images that you would like to extend to the edge of your print extend to this line.

————— = Cut

This is where your image will be trimmed.

— — — = Safety

All important text and graphic information should be inside this line to insure that it does not get cut off.