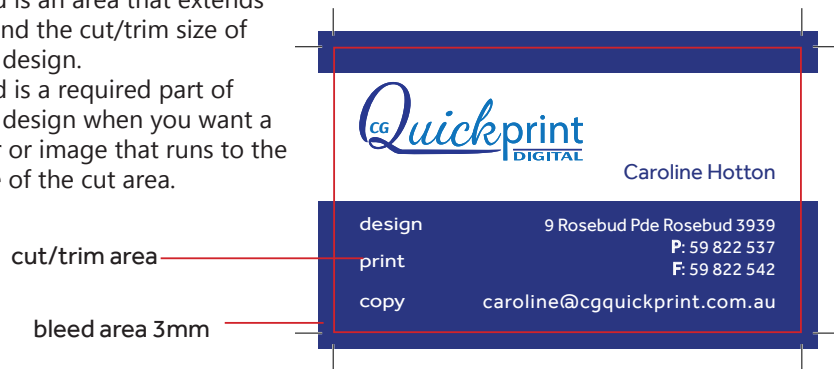


Bleed is an area that extends beyond the cut/trim size of your design.

Bleed is a required part of your design when you want a color or image that runs to the edge of the cut area.



## We do not print from:

Microsoft Publisher, Powerpoint or Excel

We may print from Microsoft Word, but will not accept any responsibility for changes that may occur i.e: formatting, margins or font substitution etc.

**Please save to PDF to avoid these problems**

## File Specifications

**Bleed:** 3mm on all sides

**Margins:** 5mm all sides

**Accepted file types:** PDF high quality

**Resolution:** 300 dpi for all images in PDF

**Fonts:** to be embedded

**No:** crop marks or other printer marks

**No:** multiples on a page, single file only

## Document sizes (add 6mm to each dimension if bleed required)

**Business Card** 90mm x 55mm **DL flyer** 99mm x 210mm

**A6** 105mm x 148mm

**A5** 148mm x 210mm

**A4** 210mm x 297mm

**A3** 297mm x 420mm

We do not **correct, modify** or **proofread** supplied artwork.

All files are printed as supplied.

**Files not ready for print will attract additional fees**