ARTWORK REQUIREMENTS

ARTWORK MAY BE SUBMITTED ELECTRONICALLY TWO WAYS:

1. Smaller files may be emailed to prepress@advancedprintedmedia.com
2. Larger files may be uploaded through our website at http://www.advancedprintedmedia.com
   Click the button on the left labeled "Send A File", then proceed to fill out the form that follows. Click the browse button at the bottom of the form, in order to locate the file you wish to submit.

You must compress any file you are sending over the internet (email or website) regardless of the size; this helps prevent file corruption – both Zip and Stuffit archives are acceptable. Bin Hex for Mac files is also an acceptable, if not a preferred method.

Artwork may also be submitted on disk, on any of the following media: Compact Disc (CD-R or RW), DVD, 100MB ZIP Disk (Macintosh or PC format), or USB Drive Stick.
Please include a hard photocopy or previously printed copy of what we are printing.

SUPPORTED PROGRAMS: **Macintosh: (preferred)**
Quark Xpress (versions 4, 5 or 6)
Adobe Illustrator (versions: anything up to 12 (CS2))
Adobe Photoshop (versions: anything up to 9 (CS2))
Adobe InDesign (versions: anything up to 4.0 (CS2))

WINDOWS:
All of the same PC programs above should open on a Macintosh without problems.
Corel Draw files **MUST** be saved as a .ai (Adobe Illustrator) file, with fonts saved as curves. (We do not have Corel Draw so we will not be able to open your file unless it is saved this way. If you do not know how to do this, we can help).

FILE FORMATS:
eps, ai, tiff, jpeg are all o.k. A jpeg is only acceptable for a photo and if it is a compressed format it **may** loose quality. **PDF's** will be accepted for 4-color process printing as long as the file was saved as **4-color CMYK** and not **RGB** and has bleed built in if necessary for the job, as I cannot alter a pdf.
ANY 4-COLOR JOB THAT REQUIRES BLACK TEXT NEEDS TO BE 100% BLACK AND NOT 4-COLOR. This will insure that your job is at the highest quality and will not have any registration issues.

PROGRAMS NOT SUPPORTED:
Corel Draw (see above under WINDOWS).
Publisher, MS Word (except for sending text for use in another program), MS Power Point.
jpeg is not suitable for page layout. This will cause the text to be rasterized and will not have clean edges and will print in 4-color black.

FONTS - IMPORTANT:
All fonts should be converted to outlines (or curves/paths) prior to being sent. If this can't be done, please provide the fonts. For Mac's we need both the printer and the screen font. (We recommend that you stuff the font prior to sending.) For PC's T1 is preferred, but TTF can be used.

IMPORTANT:
Any additional work or changes to customer files will be billed as design/layout time in 15 minute increments.

4/19/06