# ARTWORK Guideline leaflets & stamps

# Letterhead

DIN A4, 4/0 oder 4/1 colored

## How to create your print file



## File setting

Format: final format or scaled (e.g. 1:2)

Resolution: ratio 1:1 300 dpi

> ratio 1:2 600 dpi ratio 1:10 3000 dpi

3mm bleed all around Bleed:

Crop marks:

Overprint: deactivated

Fonts: embedded or converted to paths

Do not use: clipping paths, alpha channels, masks in PSD



## File formats

#### Digital- and large format printing:

ideally PDF X4,

for PDF X3, reduce to one layer ready for printing.\*

#### \*important notice

The file formats can be created with different programs with various attributes. That can cause numerous errors, e.g. deviation of colours, missing or incorrect fonts, missing elements etc.

To avoid such problems please create your data as a ready to print file in PDF / X-3:2002. To prevent incorrect printing, please feel free to send or upload your original file's preview (JPG) for comparison.



### **Colors**

Color mode: **CMYK** 

Color profile: ISO Coated v2, Coated Fogra 27/39

#### Do not use:

RGB and spot colors such as Pantone, HKS and RAL. They will be converted / simulated to CMYK. We cannot guarantee for color differences caused by conversion.



### **Notes**

- We print and produce with a tolerance up to 0,25%, so the size
- We could not garantee precisely sizes by millimeter.
- According to the file format, color anomalies may occur.



## File upload



## upload to our server

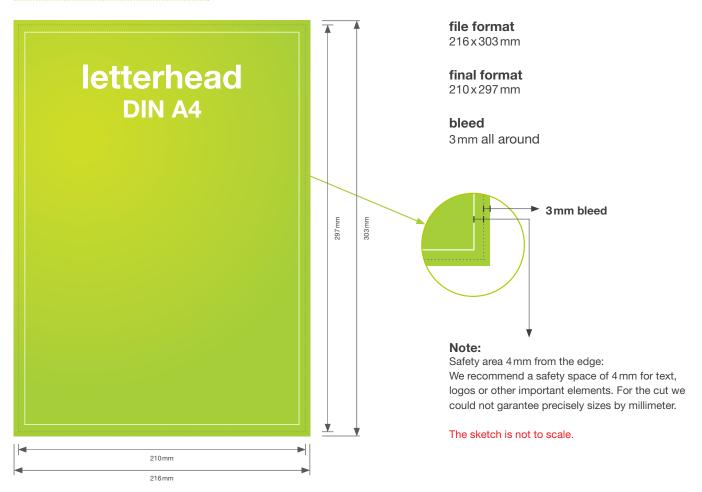
Please register in our onlineshop: www.werbecenter-onlineshop.de When you finished the ordering process, you can upload your artwork directly in our upload-center.

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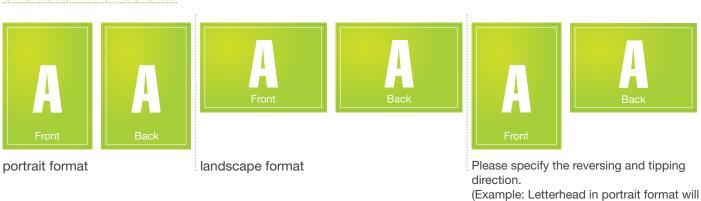
# Letterhead

DIN A4, 4/0 oder 4/1 colored

# How to create your print file



## Orientation if 4/1 colored



be reversed to the left and then

other information from you).

rotated to the right into horizontal format (standard procedure, if we do not get any