



Guidelines for Submission of Digital Images / Files

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In order to provide our clients with the best possible experience in submitting files and working with Savers Printing, we have provided a list of requirements for all digital files submitted to us. Please call if you have questions regarding the requirements listed below. We will do our best to work with you in advance of file submission.

- Submit a hard copy for us to review (this helps to make sure we have received all of the file(s) as well as verify that none of the information has reflowed and that fonts were properly submitted).
- PC Users: Any file that was created in a program not listed below (except Quark Xpress) must be submitted to us in PDF format. See our FYI Tab for a list of easy to use, free PDF creators. Be sure to view your created PDF before sending us your file. Also, submit hard copy from printed PDF file NOT from the original program used for creation.
- MAC & PC Users: Any file created using our list of acceptable programs must be properly collected for output and placed in a single compressed file before sending artwork to us. We suggest that all fonts be pathed or outline to help eliminate reflow and platform issues (not applicable for Quark Xpress - PC Quark users must submit high quality pdf files)
- Your file may be sent via email, CD, DVD, snail mail or uploaded to our website using our FTP option. Please be sure to submit a hard copy when you send your file (fax is acceptable).
- Use our templates page for size requirements of bleed, margins and crop mark placement. When using the template files, to create your work be sure to eliminate all of the information EXCEPT the crop marks (corner marks). Files submitted with template information will not be acceptable files for submission. Extra charges may occur if we need to remove information left on the template.
- Full color graphics (logos, artwork, images) must be converted to CMYK prior to sending files to us. There will be an extra charge to convert files from RGB to the appropriate format.
- All images in your file that are placed at less than 300dpi will result in poor print quality. Images pulled from the internet are NOT acceptable as artwork unless otherwise specified by the contributing web page. (.gif & .pict files are never acceptable)
- Ink colors: If your project requires spot colors - be sure that your file clearly shows the colors needed to produce your job. For example - PMS 072U & PMS 072C are considered two different colors, use one or the other when defining color. Savers Printing uses the Pantone Matching System (PMS) as a standard color guide. We can't guarantee color matches for swatches used that do not begin with the letters PMS. When possible submit color separations with your order.
- Proofread all files. Savers Printing is not responsible for errors submitted in customer files. Savers Printing will always submit a final proof before we go to print. Any errors found after the job has been approved are the sole responsibility of the client. Never assume anything about your proof file - read and look over the entire proof top to bottom and front to back. Computer programs are not perfect, glitches and bugs sometimes can affect the project from submission to approval. Check your project very carefully.

Acceptable Programs (MAC USERS)

Files created in previous versions are also acceptable:

- QuarkXpress 6.5
- Adobe Illustrator CS2
- Adobe PhotoShop CS2
- Adobe InDesign CS2
- Macromedia Freehand MX
- Adobe PDF Files (must be at least print quality & a minimum of 300dpi)