

Send Files We Can Run on the First Pass

Tick every box before you upload. Hand this to your designer or use it as your own pre-flight pass — it's the same list our prepress team runs against every incoming job.

01 · Document setup

- Document built at **final trim size** (not letter / A4).
- Color mode set to **CMYK** — convert any stray RGB art.
- Raster images placed at **300 DPI at 100% scale**.
- All fonts **outlined** or fully **embedded** in the export.

02 · Bleed & safety

- **0.125" bleed** on all four sides — extend backgrounds and images to the bleed edge.
- Critical text and logos kept **0.125" inside** the trim line.
- Crop marks turned **ON**, offset 0.125" so they sit outside the bleed.
- No registration marks or color bars inside the bleed area.

03 · Dieline

- Dieline lives on its own **top layer** named "Dieline."
- Spot color swatch named **PANTONE Dieline** at 100%.
- Stroke set to **Overprint** (not Knockout) so it sits on top of the art.
- Cuts, scores, and perfs use **distinct named swatches** (Cut / Score / Perf).

04 · Spot colors & finishing

- Each finishing pass has its own spot-color layer (FOIL_GOLD, EMBOSS, SPOT_UV).
- Every finishing swatch is set to **100%** and **Overprint**.
- Pantone process colors specified by name — not eyeballed CMYK builds.
- A flat preview PDF is included so we can confirm the visual intent.

05 · Package & send

- Export a **PDF/X-4** with spot colors preserved and transparency flattened.
- Package native files (links + fonts) and zip the whole folder.
- Include a one-line spec: *quantity, stock, finishing, deadline*.
- Email to **info@accuformdiecrafters.com** or share via your favorite link service.

Questions before you send?

Call (313) 555-0199 · info@accuformdiecrafters.com
Mon–Fri · 8a–5p ET

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