

File format guidelines

A. General delivery specifications

- Always convert text in your design to outlines / outlines.
- You always format full color (4/0 - 4/4) files in CMYK.
- Format your file with a bleed of 3 mm (except the one mentioned in B). Let your background run all the way over the bleed, because there is a minimal amount of play here during cutting. This prevents white edges after cutting and ensures that the background continues on all sides.
- If you use images, we recommend a resolution of 300 DPI. When this is not possible, use a minimum resolution of 150 DPI. We strongly advise against submitting your file with a resolution lower than 150 DPI.
- If you are using lines and stripes, they should be no thinner than 0.25 pt. Positive lines must be at least 0.5 pt thick.
- The minimum font size we recommend is 6 pt. Readability also depends on the font used.
- Layout with a white outline ("stroke") or fill ("fill") may never be overprinted ("overprint"). White on overprint is canceled in the final printed matter.
- We recommend that you format files for printing in Adobe InDesign, Adobe Illustrator or Adobe Photoshop and deliver the file as a print-ready PDF, saved under PDF profile PDF / X-1a: 2001.
- The files must be delivered as 1 layer.
- You can supply jpg or tiff (1 layer) as alternative files.

B. Crop Marks and Bleed

- Submit your file intended for printing on paper or stickers with crop marks but without print marks.
- Use 3mm bleed all around and let your image run all the way through the bleed.
- Deliver your file that is intended for printing on hard materials such as PVC, Dibond, Plexiglass, cardboard without cutting marks and print marks. Use 10mm bleed all around and let your image run all the way through the bleed.

C. Drill holes, contour and recesses

In general, for files with an outline: deliver the file in three parts in one PDF:

- part 1) design with contour
- part 2) design without contour
- part 3) contour in a separate layer. Follow the delivery specifications below.

Drill holes

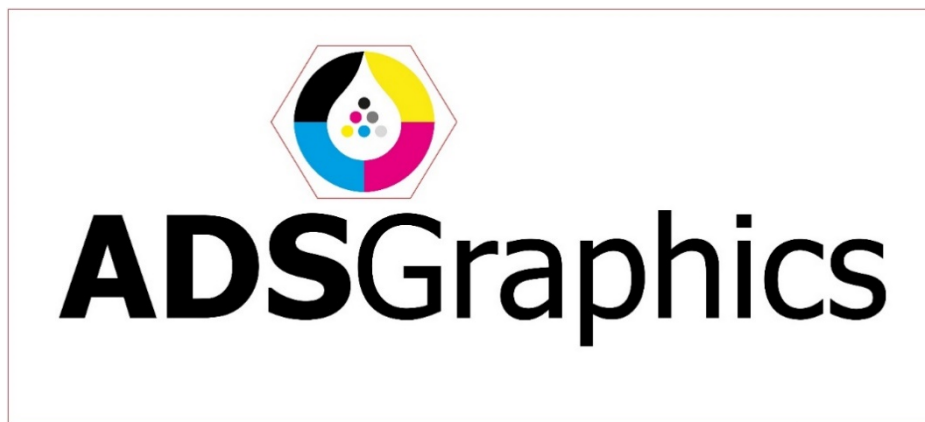
When you indicate drill holes in the file, create a round vector contour with the line color cut contour, without fill. The minimum diameter of the drill hole is 4.1mm. Make sure there is no space before, in or after the word "cutcontour". If this is the case, we will print a drill hole instead of cutting it. We cannot fix that afterwards.

Contour cut / recess

Provide each cutting contour in your file as a closed contour line. Indicate your contour with the line color (spot color) *cutcontour*. For a recess, supply both the outer edge and the recess with a closed contour line and indicate all cut contours with spot color name: cutcontour.



Make sure there is no space before, in or after the word *cutcontour*. If that is the case, we will print a line instead of it being cut. We cannot fix that afterward.



In addition, we have a few useful tips for you:

- Only use the name *cutcontour* in your file.
- Do not place a cut outline outside the artboard, and make sure they do not run through the bleed or other artboards.
- Always set the alignment of your cut contour to the center. When aligned inward or outward, our system creates a double contour and we cannot produce your print properly.