

Prepare your artwork for printing

To ensure a flawless transition from design to print, we have created this simple guide for you!

1. File configuration

While we suggest using our pre-made templates, you may also manually set your document dimensions based on your **selected format**. Please include a **3 mm bleed**. To maintain high quality, a **300 dpi resolution** is required for sharp and professional results.



■ Bleed area: 3 mm

We aim to trim this area off, but some movement can occur. Extend your background into this area to avoid white gaps that could occur due to paper movement.

■ SAFE area: 5 mm

Keep any text or important elements away from this area. This area has a safe distance to allow for any paper movement as the trimming and binding can be done further in than expected.

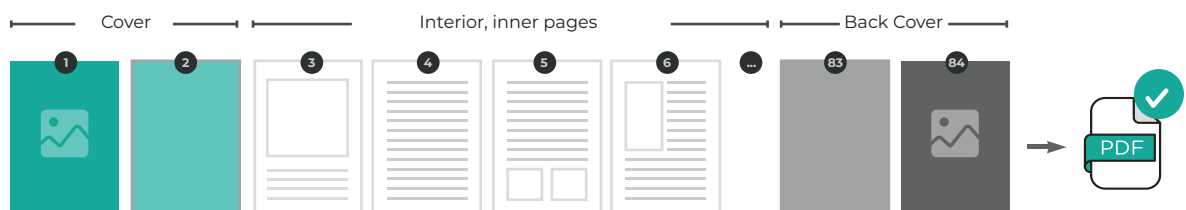
— Trim area

Also referred as the outer edge. Matches the finished size of your project.

2. Layout and pagination

Please submit your work as a **single pdf** file. It should include every page (between 8 and 84) as single page and in sequential order, starting with the front cover and ending with the back cover. **Do not upload your files as two-page spreads.**

NOTE: In the final printed booklet, the **first inside page** after the cover (PDF page 2) will appear on the **left-hand side** of the opening spread.



FINAL CHECKPOINTS

- 1 - CONFIRM PAGE SIZE**
Verify that the document dimensions match the final print format (e.g. A4, A5).
- 2 - CONFIRM 3MM BLEED TO AVOID WHITE MARGINS** —
Ensure all backgrounds and images extend at least 3mm beyond the trim edge to prevent unwanted white borders after cutting.
- 3 - CHECK SAFETY MARGIN** —
Keep all important text, logos, and elements within the safe area (at least 5mm inside the trim line) to avoid accidental cropping.
- 4 - SAVE WITH 300 DPI**
Export files in high resolution (300 dpi) to guarantee sharp and professional print quality.
- 5 - USE CMYK COLOR MODE**
Convert all colors to CMYK to ensure accurate color reproduction in print and avoid unexpected shifts.

FILE SPECIFICATIONS

- Format:** High Resolution
PDF (PDF/X-1a or Similar).
- Pages:** Single Pages.
Do Not Submit as Spreads.
- Order:** Reading order
Front Cover → Interior → Back Cover

