

## **Artwork Specification Sheet**

## **FOLDED BUSINESS CARDS**

Finished Size: 85mm x 55mm When folded Flat Size: 85mm x 110 Print: Four colour process (CMYK)

Please set up your artwork to the following specifications:

Size with bleed: : 91mm x 116mm Resolution: 300 dpi minimum. Format: PDF or JPEG

Colour: CMYK (RGB/Pantones) will be converted during proofing. NB RGB and Pantone colours will not always appear as they are on your screen when converted All Fonts: Outlined, Converted to Curves or Embedded Bleed: 3mm

Safe Zone: 3mm <u>No printer marks</u> - we will put our own on for printing



GREEN LINE Anything inside this line is in the safe zone

**Before cutting** 

After cutting



Bleed has been cut away and discarded

## What is bleed?

The industry standard is to have 3mm of bleed on each edge and a 3mm safe zone inside. This means that the length of each side will be 6mm longer.

For example an 148mm x 148mm Leaflets when lined up correctly with bleed will be 154mm x 154mm. It will then be cut down to its finished size of 148mm x 148mm.

## What is the safe zone?

The safe zone is the 3mm inside of the cutting edge in which no text or important information should be placed.

Any graphics in this area risk being clipped when cutting.