

Preflight Checklist

Before packaging files to send to PrintSouth, use this checklist to make sure everything is ready to send.

QUICK CHECKLIST

- Correct File Size
- Proper Bleeds
- Images are Updated
- High Resolution Images (300dpi)
- Colors are Spot or CMYK (no RGB)
- Export High Resolution PDF w/Bleeds
- Short File Names

DOCUMENT SET-UP

- Correct File Size
- Proper Bleeds
- Delete Unused Colors from the Palette
- Images Updated in Links Palette
- No Overset Text
- Black Text is 100% Black and not Registration
- Large Black Fills are "Rich Black" Build (20% C, 20% M, 20% Y and 100% K)
- Keep File Names Short without Odd or Special Characters

EXPORT/PACKAGE FILE

- Fonts and Support Files are Included
- High Resolution PDF w/Marks Generated (Use PrintSouth PDF Export Setting)
- Zipped File of Packaged Folder

SUBMIT YOUR FILE

Once your project is exported and ready to be uploaded to our website, use the FTP option on myprintsouth.com website to upload your zipped or stuffed file. A high resolution pdf file with bleeds is the best and easiest route for quick proofs, but we do accept native files. Please contact us if you have any problems or questions.