



PERFECT BIND TEXT SAMPLE

Template & Guidelines

Print ready PDF must meet the following criteria to ensure your book prints without problems:

- Multiple-page PDF files must consist of **even number** of single pages (not spreads) running from the first page to the last page, including blank pages if needed.
 - Fonts must be embedded or converted to outlines.
 - Black text should be 100% of black only and not a CMYK "rich black" mix.
 - Images on Black Pages should be supplied as Grayscale not CMYK or RGB. *
 - Images on Color Pages should be supplied as four-color process CMYK, not a RGB color model. *
 - Color pages/images should be supplied as four-color process CMYK, not a RGB color model. *
- * If you are unfamiliar with this terminology, don't worry.
We can convert it for you, though some variation in the color may occur.*
- Solid black areas we recommend a Rich Black build of 30c, 30m, 30y, 100k.
 - Avoid using color builds or images with total ink values of 320 to 400.
 - Recommended minimum image resolution of color or grayscale photographs is 300 dpi and 600 dpi for line work at 100% of the final image.
 - Recommend critical copy and artwork be kept at least 0.4375" from the binding edge. At least 0.375" from the face trim and 0.25" at the head and foot trim.
This is regarded as a "safe" or "quiet" area.
 - Page Numbering Placement:
 - Odd Pages (front): Page number should be in the center or on the right side of the sheet.
 - Even Pages (back): Page number should be in the center or on the left side of the sheet.
 - If artwork is on or close to the trim, extend the art an extra 0.125" beyond the trim edge. This is considered bleed. Supply files with an extra 0.125" (1/8 inch) added to all sides to include the bleed area. (*Exp, 6 x 9 with bleeds is 6.25 x 9.25*)
 - If trim marks are indicated please keep them outside the live (trim & bleed) print area.
 - Recommended Compression settings are: "Do Not Downsample" and set to "NONE" or "ZIP"

Not all design concepts will translate from a web view to the printed product. Few examples are tight borders, small copy or very light tints. If you have questions or concerns please call 301.362.0700.

0.125" BLEED
SAFE AREA 0.25"

Placement Options
(Even Page Number)

SAFE AREA 0.375"
0.125" BLEED

RECOMMENDED BINDING & SAFE AREA IS 0.4375"

0.125" BLEED

(Even Page Number)
Placement Options

(Even Page Number)
Placement Options
SAFE AREA 0.25"

0.125" BLEED