

Print File Graphic Guidelines

File Formats

We accept files for print in PDF format only.



File Considerations

- All files need to have a 1/8" (.125") bleed, with background art and images extending to the bleed area. This ensures that there will not be any white edges around the edge of the final printed product.
- All images should be embedded and fonts outlined in your files. This will ensure that images will appear, and the fonts are not altered during the print process.
- All print materials will be printed at the file size submitted. For example, if the file we received is sized at A4, then we will print to that size. We can resize the file to a standard US Letter size of 8.5" x11" (or any other desired size), but there will be an additional design fee and production time will be extended.

Color Considerations

- Please set up all artwork in the CMYK Color Mode.
- For accurate color matching, we use the Pantone Matching System. If exact matching is needed please set up all artwork with proper PMS swatches, or verify with suitable Pantone call-outs when applicable.
- If PMS colors are not included, or called out, we will print based off CMYK values. If this is of concern we can provide a hard copy printed proof for color matching purposes. This will extend production time and incur an extra expense.

Finalizing & Verifying Files for Print

Zilla will provide final proofs of artwork for review and verification before the file is sent to print production. Please look over these documents carefully to verify color, spelling, sizing, and any other areas of concern. If we notice any errors with artwork, we will bring this to your attention either before, or during the final proofing process.