

# INFORMATION

# Requirements and instructions for creating print data for digital printing

### Colors

All images should be saved in CMYK, preferably as ISO Coated V2 300% profile. Image files that are printed in RGB are automatically converted to CMYK when printed, which can, however, result in color shifts. If you use special colors (HKS or Pantone), please let us know when placing the order. You are also welcome to send us a proof with the order and we will adjust the colors accordingly for an additional charge.

### Resolution

The resolution in digital printing should be at least 300 dpi and a maximum of 600 dpi based on the final format. For images with a final format of DIN A2 or larger, a resolution of 200 dpi is sufficient. Images from the Internet are often only suitable for monitor display and are rarely suitable for a printed product.

### **Fonts**

All fonts must be embedded (at least as a subgroup). If there are problems (e.g. with the license), the fonts should be converted into paths or curves.

### **Print format**

The file should always be set up in the paper format in which it is to be printed.

#### Printable area

Our printing machines have an approx. 4 mm wide non-printable edge on all 4 sides. Please keep this in mind before creating your document.

## **Safety distance**

Content should be placed with a safety distance of 4 mm to the edge of the final format.

# Print to the edge of the page

For borderless printing (bleed motifs), a 3 mm all-round bleed allowance with crop marks is required.

# **Arrangement**

All pages must be created as individual pages. An exception are folded flyers and folded cards, which are saved as printed sheets.

# 3x IN HAMBURG

## **Groove lines, fold lines and perforation lines**

If your printed product is to be grooved, folded or perforated during further processing, please place the marking line outside the printed image.

## **Letterpress printing (hard or soft cover)**

We need one file from you for the cover and one for the inside. In this case too, the inner part must be saved as individual pages in a file. The instructions for creating the envelope can be found on our website.

### **Personalization**

We can personalize your Word or PDF file with information from an Excel file. The columns should be labeled in the first line to ensure clear assignment. The cells must not contain line breaks or unnecessary spaces.

# File naming / file name

Make sure to name the file clearly and not too long. It is also important that you avoid special characters (!, #, +, \*, umlauts, commas, periods, quotation marks, etc.) in the file name. It is best to use the underscore to distinguish between words. The character length for naming a CD/DVD is 32 characters.

# Print directly from the application

If you provide us with open files, we need all fonts, logos and images used. To do this, use the Pack function in In-Design.

### **Print from Microsoft Office**

Only RGB is supported in MS Office. Accordingly, your colors may appear different in print than on screen.

### Line width

The line width should be at least 0.125 pt to avoid breakage. For negative coloring at least 0.3 pt.

# Standard printing requirements overview

- All-round bleed allowance of 3 mm
- Crop marks
- Data in the CMYK color space
- Color profile ISO Coated v2
- Resolution of 300 dpi
- Embedded fonts
- PDF as individual pages (exception: book cover)

For more detailed information or questions, please contact our digital printing departments.