

Preferred Electronic File Specs

File Types: qxd, eps, indd, PSD, Tif, jpeg, Bmp.

FTP- Upon Request (inquire with account representative)

Disk Type: CD

Note: You must alert your account representative before emailing files.

(1) Worldwide can supply you with the exact templates that correspond with your jobs specs. (2) Use of the templates will help you through the designing stages as well as save you time and money. (3) They are designed to provide you and your graphics staff with exact sizing and the positioning requirements for your art. Please contact your customer service representative for more information.

FONTS: TYPE 1 POSTSCRIPT – TRUE TYPE FONTS CANNOT BE USED

Layout Specifications

All artwork must include bleeds when applicable. All text must be 1/8" away from all cuts and perfs. This also applies to logos and graphics that do not bleed off the edge of the page. Staple areas should also be considered when designing tickets or covers. In most cases, the staple area is 1/2".

Variable Text

Our variable font choices are as follows:

Helvetica (bold, condensed and condensed bold). New Century Schoolbook (regular or bold).

No Italics.

QuarkXpress

Please supply a one-up version of your art in QuarkXpress. Please include all images and graphic files, even if they are nested, placed, or embedded within a program. Also include all fonts used in all files – printer fonts & screen fonts. The fonts must be stuffed in order for them to work via email.

NOTE: Multiple master fonts are always a problem and rarely work.

Photoshop

All photoshop images must have a resolution of 300 dpi and placed at 100% for optimum results when you have photoshop photos etc. We also insist you supply **LAYERED FILES** as this will save you time and prevent you from sending files over again. Any art sent to us must have hard copy enclosed..

Illustrator

All support art (ie. linked images) should be attached independently along with your Illustrator document. Please do not save or place support art (ie. linked images) in Illustrator documents.

InDesign

Please supply a one-up version of your art in Adobe InDesign. Please include all images and graphic files, even if they are nested, placed, or embedded within a program. Also include all fonts used in all files – printer fonts & screen fonts. The fonts must be stuffed in order for them to work via email. NOTE: Multiple master fonts are always a problem and rarely work.

Word Documents

Word (.doc) files should be used to forward text only. Any graphics should be sent as separate files and should not be embedded in Word documents.

NOTE: Some logos that are sent in four-color process can be changed to spot color logo. There may be an additional charge for this process.

If you have any further questions, please don't hesitate to call and ask for the Graphics Dept. Anyone of our graphic artists will be happy to assist you.