



MOUNTAIN VALLEY
P R I N T I N G

Artwork Guidelines

File Types

PDF, EPS, AI, PSD, INDD (packaged), Tiff (Flattened)

Fonts/ Images

Include all fonts used or convert all type to outlines prior to submission. All images should be embedded.

Bleeds

Any artwork requiring a full bleed must have at least 1/8th inch bleed built in to it. For example: If you are submitting an 8.5 x 11 inch letter sized document for printing with a full bleed the size of the document will be 8.75 x 11.25.

Resolution

For high quality printing, we recommend providing artwork that is at least 300 DPI when viewed at actual print size.

Color

All artwork must be submitted in CMYK. Spot colors must be converted to CMYK prior to submission. Specific PMS values will be used for color matching purposes only.

Booklets

Booklets should be submitted as a packaged InDesign file as well as a PDF.

Additional Handling

Additional charges or a request for resubmission may be applied if your artwork does not meet our prepress requirements. Examples of situations include, but are not limited to:

- changes/ adjustments requested
- no bleed
- InDesign files that are not packaged
- low resolution
- missing fonts/ images
- incorrect dimensions