

Tips for Successful Production Files

1. Layout Applications work well with **TIFF** or **EPS** files.
* JPEG, PICT, GIF, etc., are NOT recommended.
2. Graphic files should be submitted in **CMYK** mode.
*Color predictability is lost with some RGB to CMYK conversions.
3. Graphic files should be supplied at a "practical" resolution for printing.
***300 dpi multiplied by PLACEMENT PERCENTAGE** is a general guideline.
4. Documents should be created to **FINAL TRIM SIZE (8-3/8" x 10-7/8") PLUS 1/8" for bleed** with **NO** internal marks!
*Allow all graphics to extend 1/8" past edge of document for bleed.
5. Documents should be set up as **single pages**, NOT as spreads.
*We will impose the job and make a proof for your approval.
6. **ALL FONTS** used in the document should be provided with the files.
***SCREEN** fonts and **PRINTER** fonts are necessary to avoid substitutions.
7. **LASER PRINTS** should always be supplied with your job if sent with CD.
*Special instructions should be clearly marked on the lasers.

You may also send high resolution 300 dpi PDF's. However, we will not be able to make any changes if needed with these files.

Internet Delivery may be received via our FTP site or free large transfer file services (i.e. - yousendit.com).

FTP Information: Host – <ftp.trucolorlitho.com> – Username is [venture](#) and password is [trucolor](#). Please name your folder- your organization.Venture. "Fetch" is helpful to have when dropping on FTP sites. Email toni@venturepubs.com when you place it on the site and with the name of the folder.

Important NOTICE: Please carefully proof your files before sending! Once we pull your approval digital proof which we send via **FED EX** to you –**ANY** changes you make are billable to you. Any errors we make are our costs.

Please email Toni with questions at toni@venturepubs.com or call 615-662-0236.