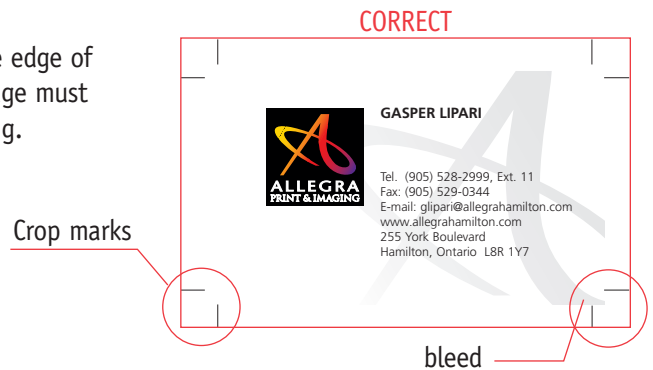


Saving files in PDF format



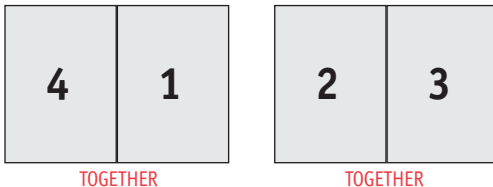
PDF can be a very convenient format for delivering files to print. You simply hand off the file without having to worry about including fonts, linked images, etc. However, you do have to make sure the PDF is created properly. Please check [Info Adobe Distiller](#) document for conversion instructions and settings.

- 1 Documents with bleeds (graphic images extending to the edge of the paper) must be provided with crop marks and an image must be extended past the trim area to allow for proper cutting.



- 2 Multipage booklets. Multipage documents that include bleeds must be provided in printer's spreads.

PRINTER'S SPREADS



READER'S SPREADS



- 3 In your distiller options please choose - **Press Optimized**. For detailed instructions please read [Info Adobe Distiller](#) document.

- 4 After exporting (or distilling) your document to pdf please preview it with a pdf viewer and print it to your printer.

Incorrect setup of a PDF file can result in longer turnaround times and additional charges.

If you have any questions, please feel free to contact our Prepress Department at 905-528-2999 Ext. 19