

ISODISC

• Graphics Checklist • Graphics Checklist • Graphics Checklist • Graphics Checklist •

Please complete this graphics checklist and return it to us with your graphics. An incomplete checklist may add costs and delays to your project. Please contact us with any questions about this checklist or any aspect of your project, so we may ensure your satisfaction.

Customer Name _____ Project Name _____
Contact _____ Sales Representative _____
Phone _____ Fax _____ Email _____
Designer _____ Phone _____ Fax _____
Email _____

Checklist

Initials

Start Out Right

Did you follow specifications on the ISODISC Artwork Requirements sheet? _____
" " Screen Printing Template sheet? _____

Perfect Your Text, Artwork & Color

Are photos & artwork saved at 300 dots per inch? (Higher dpi isn't necessary) _____
Does your design specify PMS colors for the disc screen print? _____
Are color images saved as .EPS or .TIFF? _____
Is all text created at 6pt. or larger? _____

Make Final File Preparations

Did you trap your own files? (If not, we'll have to do it, for an additional charge) _____
Did you incorporate crop marks on your files? _____
Did you delete all blank pages from your files? _____
Has text been converted to paths or the font suitcases included? _____

Package Your Job

Are disks clearly labeled? _____
Did you back up ALL files that you're submitting? _____
Are all native & imported files saved on a disk & labeled? _____
Are all screen & printer fonts for your project saved on disk in a "Fonts" folder? _____

Show Us What You Want

Did you include a printed color composite of your files? _____
Did you include laser separations of your files? _____

We (the customer) have checked all materials and information needed to process the project named above. Subsequent to the \$25 disk review, if additional time is needed to prepare or correct items not checked by the customer, that time will be billed at \$65.00 per hour (\$40 minimum charge.)

Customer's Signature X _____ Date Submitted _____