

Project & File Pre-Flight Checklist

Before you send Atlantic your next job, please use this handy checklist to address these topics:

Have you given us some basic specifications for your project ?
(Quantity, page count, ink colors, stock, delivery date and shipping information)

All Text and Graphic Fonts Supplied (both screen and printer fonts)

All supplied Hi-Res Graphics Linked and In Position

FPO's on lasers labeled to indicate placement of Hi-Res Scans we will be doing

Color Break/Designation Matches Job Specs

Are Unused Colors Omitted

Color Names and Models the Same Across All Applications

Both Composite and Color Separated Lasers Supplied and Checked

All Color Proofs, Dummies, and Samples Supplied with Job

Bleeds Checked/Adjusted

Rule sizes OK (.25 minimum size)

Page Count Correct

Document size OK

All Fonts, Graphics and Documents in properly labeled folders

All Files Copied to Disc for Atlantic Printing