

## Green Graphics Artwork Setup Guide

Thank you for your interest in our service, below is a general guide for supplying us with your artwork. We hope you enjoy our service and that it delivers the communication targets you are hoping to achieve and please remember to recycle it when you are finished with it.

### Before you send

Please design artwork to the final output size or to a scale of the final output size

Please ensure all fonts are outlined

Let us know if any pantones need matching

Ensure any pixel images have enough resolution. (72dpi at final output size)

Any linked files are included

### File types

We would prefer it if you could send us an eps file saved to postscript level 3, however we are capable of working with nearly all file types, Indesign CS3, Illustrator CS3, Photoshop CS3, PDF's etc apart from Quark and Corel.

### Sending your files

We are happy to receive your artwork via email up to 10mb, for files larger then this you could send on a cd, dvd or memory stick but thats going to cost you postage! So why not transfer your artwork onto our ftp site.

ftp://mailserver.greengraphics.co.uk      username:ftp1      password:artwOrk1

**We look forward to receiving your artwork, please only print this if you need to!!!**