

Electronic File Information

Customer

Email Address: _____

Contact Person

Phone _____

Phone 2 _____

Sales Rep: _____

File Name: _____

File Information:

Location	UT-FTP	<input type="checkbox"/>	Client FTP	<input type="checkbox"/>	_____	
	Media	CD		<input type="checkbox"/>		Please provide all log-in information
		Other		<input type="checkbox"/>		<i>Specify</i>
		Email		<input type="checkbox"/>		<i>Where?</i>

Platform

Mac	<input type="checkbox"/>	OS10	<input type="checkbox"/>	OS9	<input type="checkbox"/>
Windows	<input type="checkbox"/>	XP	<input type="checkbox"/>	2000	<input type="checkbox"/> 98 <input type="checkbox"/>

Software

Quark	<input type="checkbox"/>	Version: _____
Illustrator	<input type="checkbox"/>	Version: _____
Photoshop	<input type="checkbox"/>	Version: _____
PageMaker	<input type="checkbox"/>	Version: _____
PDF	<input type="checkbox"/>	Version: _____
Publisher	<input type="checkbox"/>	Version: _____
InDesign	<input type="checkbox"/>	Version: _____
Corel Draw	<input type="checkbox"/>	Version: _____
Other	<input type="checkbox"/>	<i>Specify</i> _____

- Links Please make sure all graphics are included in the supplied folder
- Fonts Please ensure all fonts and variations of each font are included
- Images Minimum **300 dpi** resolution required
- Colour Usage Please ensure that images are not supplied in RGB
CMYK, Grayscale or Pantone specific colour are required
- Proofs **PDF Proof** and a complete set of **Laser proofs** are required
- Bleeds 1/8" Bleed required
- Trapping Ultratech will provide Trapping
- Imposition: Ultratech will provide final imposition

Additional Information
