PDF Submission Guidelines

Guidelines For PDF Books

We strongly advise you read the following guidelines carefully before submitting your book's "print-ready" PDF. Unfortunately WE DO NOT offer technical support or assistance with creating a "print-ready" PDF and reserve the right to reject a file which does not meet guideline standards.

TEXT GUIDELINES:

• ALL FONTS **must be embedded** in all PDF files.

• MARGINS: Our printer requires a **0.5"** (13 mm) safety area for text and non-bleed graphics

• CROP MARKS: Please DO NOT include crop / printer / registration marks in a file. Marks included in a file could show up in printed copies.

• SPREADS/FORMAT: We CANNOT accept files in spread format (2-up per page). Files should be sent as one, single-page PDF file.

• PAGE COUNT: The total page count should be at least 18 pages for Standard Color and 24 pages for Premium Color and be ****divisible by 2** with at least one blank page at the end of the book.

• SPOT COLORS/ICC PROFILES: **Please do not include Spot colors or ICC profiles in your file** as these can produce unexpected results during processing. ICC profiles applied to 100% black text often convert to a shade or percentage of gray (less than 100% black). This will result in text in your proof that is not solid black.

**Saddle Stitch - Divisible by 4

Resolution:

300-600 dpi CMYK images

Color Space:

CMYK - No spot colors
OR
Grayscale

PDF Compliance:

Files must be
PDF/X-1A:2001
Compliant.

Margins:

Must have a 0.5" (13mm) safety area on all sides for text and/or non-bleed graphics.

Page Count:

Divisible by 2 including blank page at the end.

PDF Submission Guidelines

TEXT SETUP:

LAYOUT AND MARGINS

When laying out a color image interior, the pages should be built to reflect the final trim size of the book (i.e. 6x9) plus bleed, (.125" on the top, outside and bottom sides) which results in a final trim size of 6.12x9.25. Within the document a margin of 0.5" (13 mm) is recommended and headers, footers, page numbers, body text and all images that will not be trimmed.

When laying out a black and white, non-bleed interior, the pages should be built to reflect the final trim size of the book (i.e. 6x9). Within the document a margin of 0.5" (13 mm) is recommended and headers, footers, page numbers, body text and all images should remain within those margins.

BLEED: Use a .125" bleed for all sides except for the bind edge (inner margin).

GUTTER AREA: Please use a .125" white gutter (or strip) on the inside bind edge. If color is present in this area the book will not bind properly. The exception is if Saddle Stitch is chosen instead of Perfect Bound or Case Laminate. Saddle Stitch does not require a Gutter Area.

SINGLE PAGES

When creating your final PDF for submission, please ensure the file is created in a single-page format. (When exporting the file deselect/turn off "spreads").

RESOLUTION

For best results, images should be of a good quality and have high resolution for printing. CMYK color images at 300 dpi.

GRAYSCALE
For best results, all images should be converted to grayscale before submitting. Images submitted in a file as RGB or CMYK will be converted to grayscale when printing - this can sometimes cause a color shift.

- Page count must be between 18-1050 for Standard Color and 24-1050 for Premium Color.
- If page count is less than 80 total pages, book will not have text on the spine.
- We CANNOT do corrections to your Press-Ready PDF. You will need to resubmit the file with these same guidelines each time.

PDF Submission Guidelines

GRAPHIC GUIDELINES:

1. Graphics must be sized at 100% in your graphic program prior to being imported into your desktop publishing program.

2. Graphics must be CMYK or Grayscale based on the selection of Color or BW interior. A graphic is any picture, icon, design element, graph, chart, table, text box, pullout quote, border, etc. Anything other than straight text is considered a graphic.

3. BLACK/RICH BLACK/DENSITY: We recommend a rich black with CMYK values=60% Cyan / 40% Magenta / 40% Yellow and 100% Black. CMYK total value should NOT exceed 240%. Elements should NOT be built in 'Registration' (100% of all colors). *Files sent with densities higher than 240% may be rejected for correction.*

4. Continuous tone photographs and artwork should be 8-bit grayscale, at 300 dpi. Line art should be 1-bit black and white at 600 dpi.

5. Spot Colors: Please convert all spot colors (PMS/Pantone) with/without transparencies to CMYK, (even in supporting .eps files). These may produce unexpected color results. For example, if we have to convert from RGB to CMYK it could change the shade of blue to look more purple or gray in many cases.

6. We cannot guarantee your images will appear as you might expect—particularly photographic images. If your book contains graphics that are old, blurry, fuzzy, too dark or too light, please note that when they are printed in your book, they may not always reproduce well. There may also be some color variance between print runs.

Guide for 5" x 8"

Actual (trimmed) Book Size: 5" x 8"
Total book size with bleed: 5.125" x 8.25"

GUIDES:

BLUE LINE: Actual book size (5" x 8")
The blue line shows an idea of how the book will be trimmed. The book will be trimmed .125" (3mm) on three sides. The bind side will not be trimmed.

RED AREA: 0.125" bleed (5.125" x 8.25")
If using a background color or image please take those elements to the edge of the bleed area.

YELLOW: 0.125" non-printed white gutter (BIND SIDE)
On the bind side of each page a blank .125" (3mm) strip is required. If any color is present in this area the book will not bind properly.

GREEN DASHED LINE: Safety area 0.5"
The safety area is indicated for body text, footers, page numbers and non-bleed images. Any elements outside of the safety ares are at risk of being trimmed.

0.5"

0.5"

Guide for 5.06" x 7.81"

0.5"

0.5"

Actual (trimmed) Book Size: 5.06" x 7.81"
Total book size with bleed: 5.185" x 8.06"

GUIDES:

BLUE LINE: Actual book size (5.06" x 7.81")
The blue line shows an idea of how the book will be trimmed. The book will be trimmed .125" (3mm) on three sides. The bind side will not be trimmed.

RED AREA: 0.125" bleed (5.185" x 8.06")
If using a background color or image please take those elements to the edge of the bleed area.
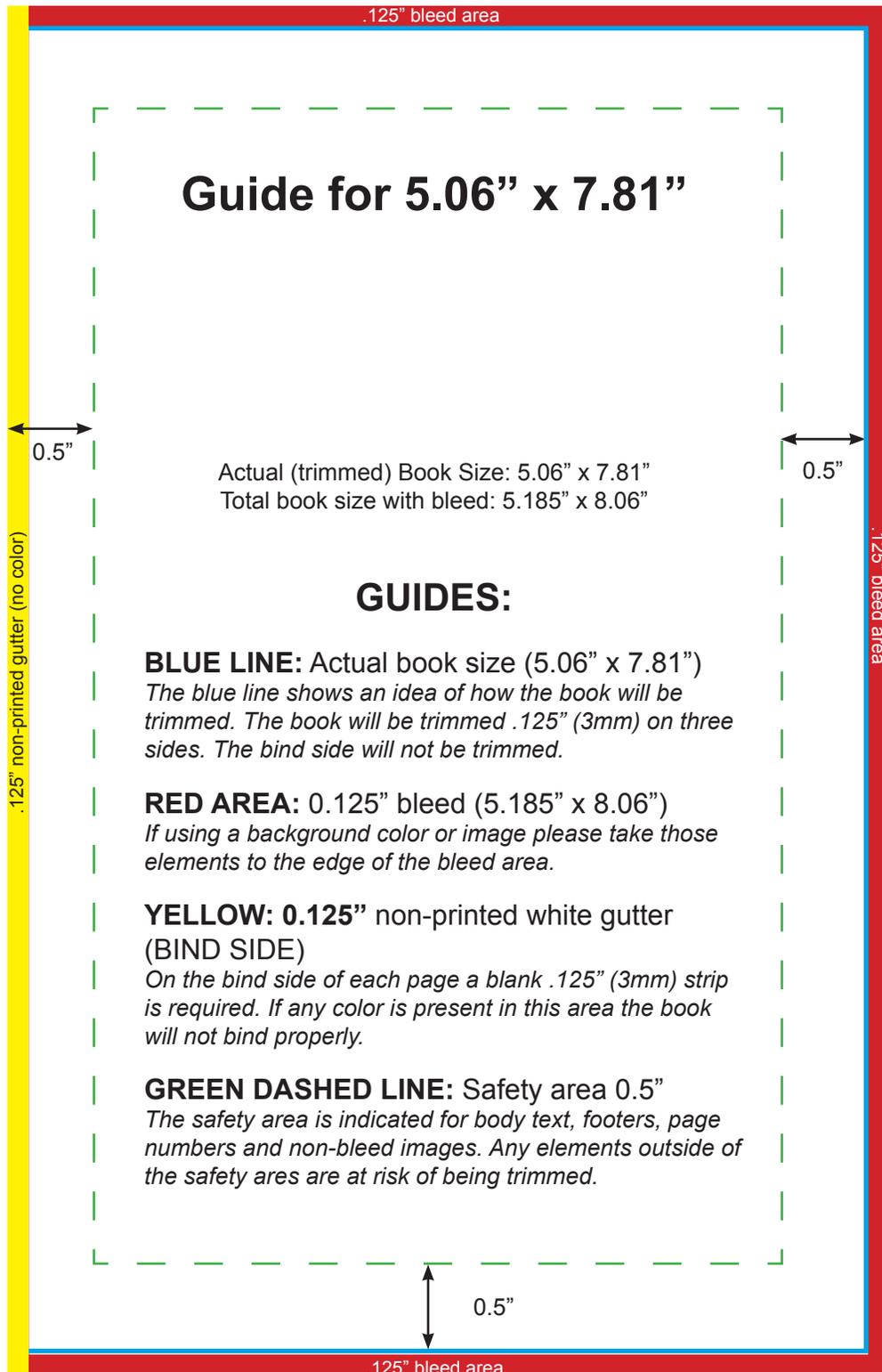
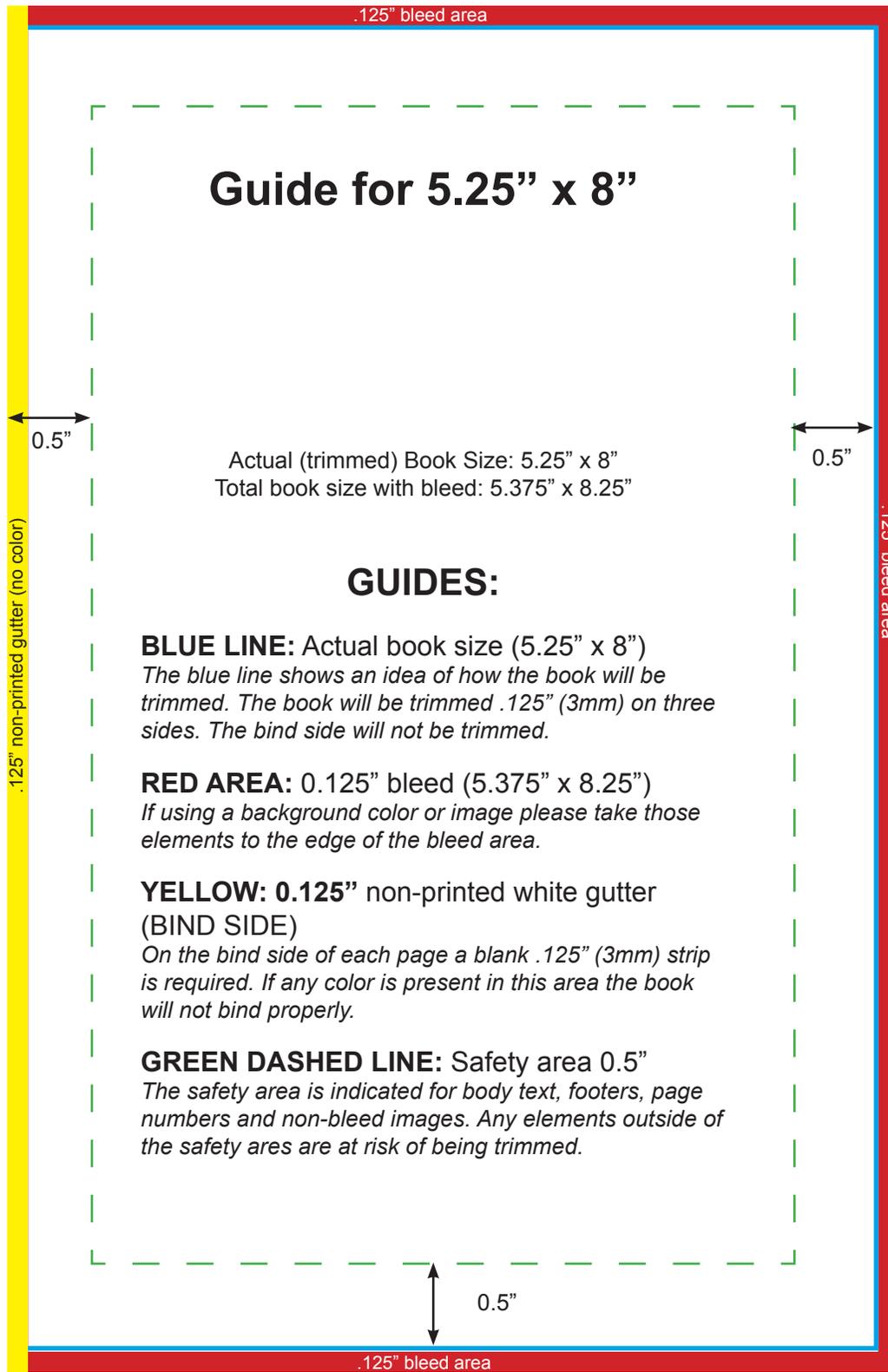**YELLOW: 0.125"** non-printed white gutter (BIND SIDE)
On the bind side of each page a blank .125" (3mm) strip is required. If any color is present in this area the book will not bind properly.

GREEN DASHED LINE: Safety area 0.5"
The safety area is indicated for body text, footers, page numbers and non-bleed images. Any elements outside of the safety ares are at risk of being trimmed.

0.5"

Guide for 5.25" x 8"

Actual (trimmed) Book Size: 5.25" x 8"
Total book size with bleed: 5.375" x 8.25"

GUIDES:

BLUE LINE: Actual book size (5.25" x 8")
The blue line shows an idea of how the book will be trimmed. The book will be trimmed .125" (3mm) on three sides. The bind side will not be trimmed.

RED AREA: 0.125" bleed (5.375" x 8.25")
If using a background color or image please take those elements to the edge of the bleed area.

YELLOW: 0.125" non-printed white gutter (BIND SIDE)
On the bind side of each page a blank .125" (3mm) strip is required. If any color is present in this area the book will not bind properly.

GREEN DASHED LINE: Safety area 0.5"
The safety area is indicated for body text, footers, page numbers and non-bleed images. Any elements outside of the safety ares are at risk of being trimmed.

.125" bleed area

.125" bleed area

.125" non-printed gutter (no color)

.125" bleed area

0.5"

0.5"

0.5"

Guide for 5.5" x 8.5"

0.5"

0.5"

Actual (trimmed) Book Size: 5.5" x 8.5"
Total book size with bleed: 5.625" x 8.75"

GUIDES:

BLUE LINE: Actual book size (5.5" x 8.5")
The blue line shows an idea of how the book will be trimmed. The book will be trimmed .125" (3mm) on three sides. The bind side will not be trimmed.

RED AREA: 0.125" bleed (5.625" x 8.75")
If using a background color or image please take those elements to the edge of the bleed area.
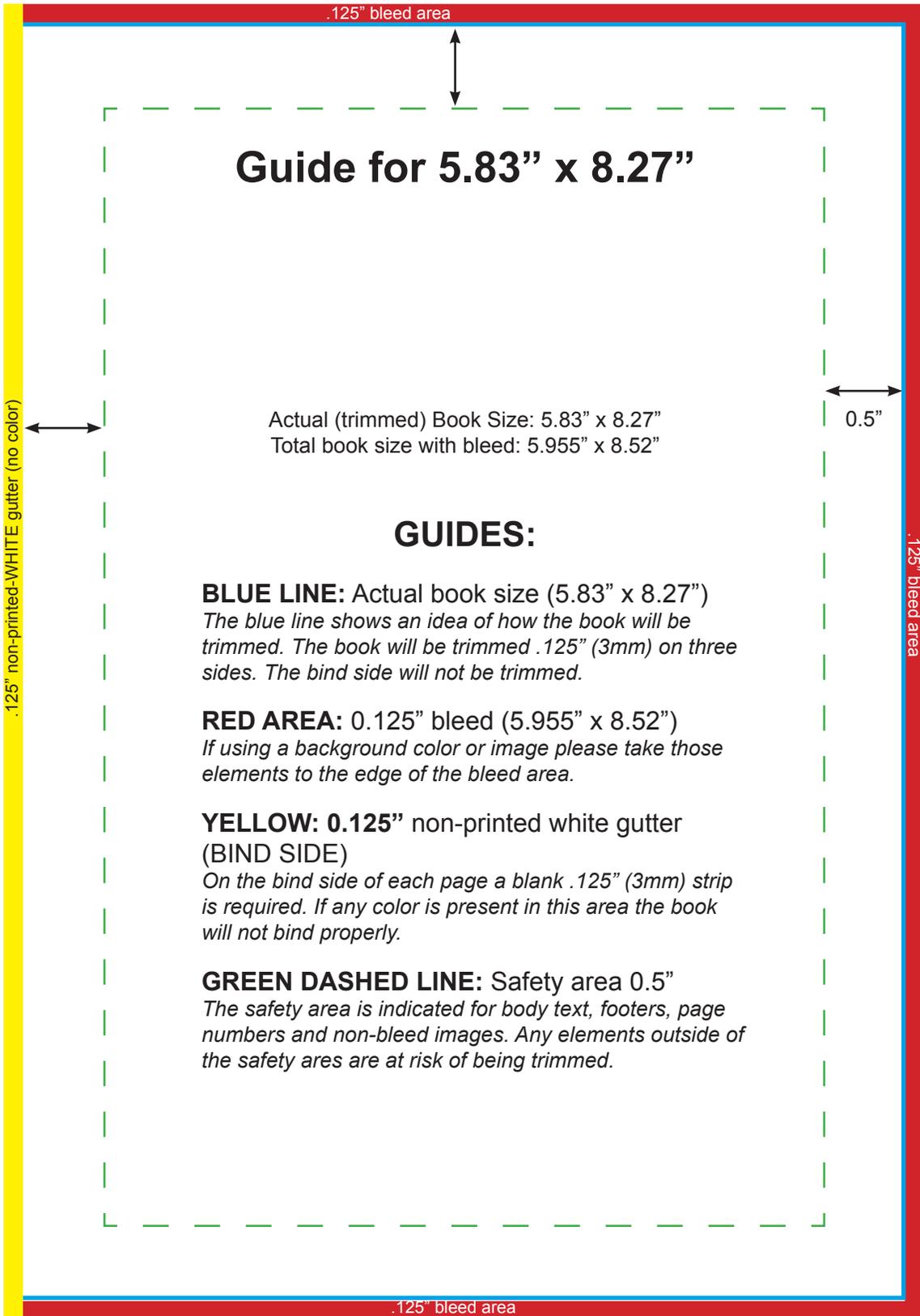
YELLOW: 0.125" non-printed white gutter
(BIND SIDE)
On the bind side of each page a blank .125" (3mm) strip is required. If any color is present in this area the book will not bind properly.
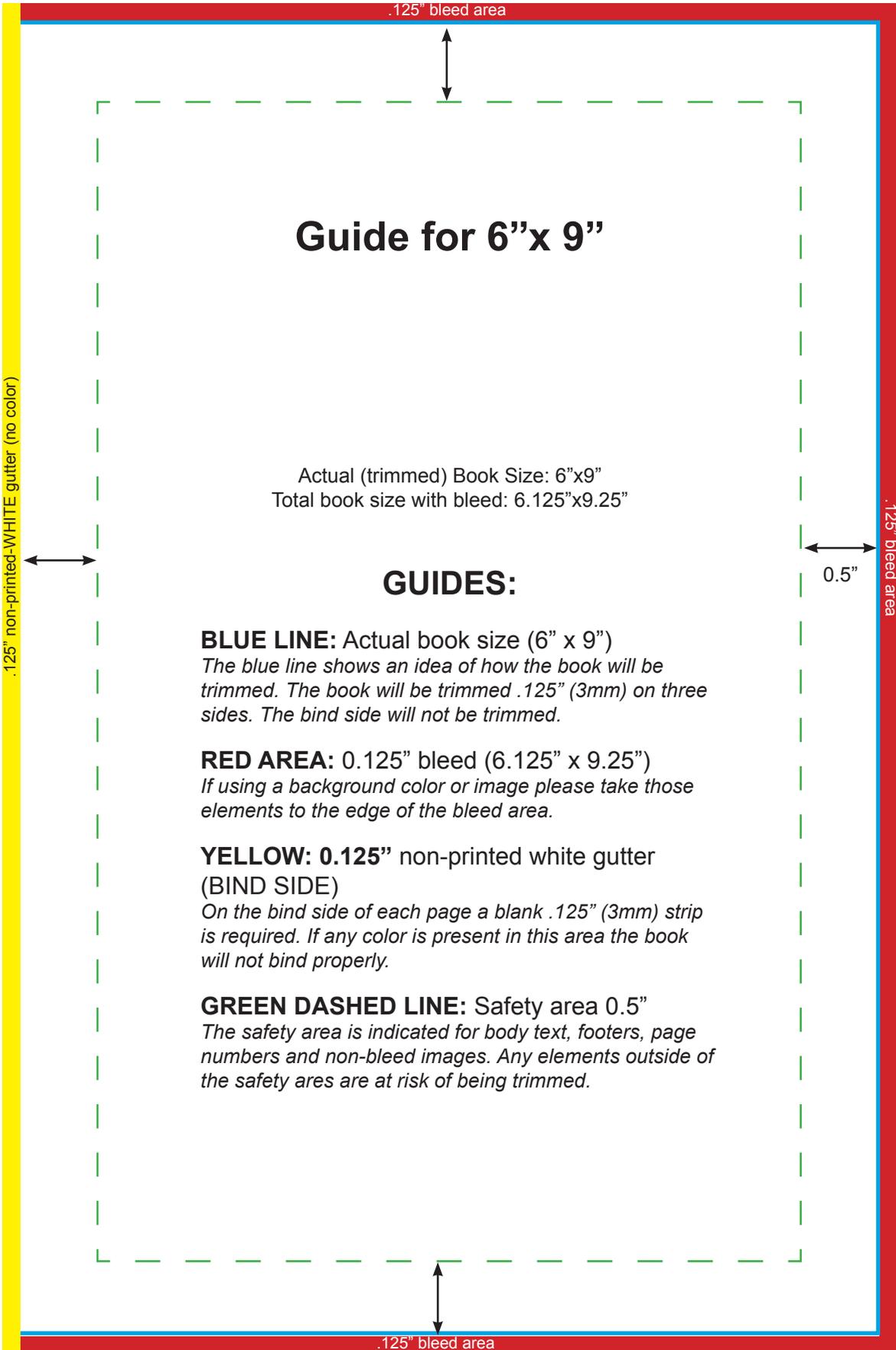
GREEN DASHED LINE: Safety area 0.5"
The safety area is indicated for body text, footers, page numbers and non-bleed images. Any elements outside of the safety ares are at risk of being trimmed.

0.5"

Guide for 5.83" x 8.27"

Actual (trimmed) Book Size: 5.83" x 8.27"
Total book size with bleed: 5.955" x 8.52"

0.5"

GUIDES:

BLUE LINE: Actual book size (5.83" x 8.27")
The blue line shows an idea of how the book will be trimmed. The book will be trimmed .125" (3mm) on three sides. The bind side will not be trimmed.

RED AREA: 0.125" bleed (5.955" x 8.52")
If using a background color or image please take those elements to the edge of the bleed area.

YELLOW: 0.125" non-printed white gutter (BIND SIDE)
On the bind side of each page a blank .125" (3mm) strip is required. If any color is present in this area the book will not bind properly.

GREEN DASHED LINE: Safety area 0.5"
The safety area is indicated for body text, footers, page numbers and non-bleed images. Any elements outside of the safety ares are at risk of being trimmed.

Guide for 6"x 9"

Actual (trimmed) Book Size: 6"x9"
Total book size with bleed: 6.125"x9.25"

0.5"

GUIDES:

BLUE LINE: Actual book size (6" x 9")
*The blue line shows an idea of how the book will be
trimmed. The book will be trimmed .125" (3mm) on three
sides. The bind side will not be trimmed.*

RED AREA: 0.125" bleed (6.125" x 9.25")
*If using a background color or image please take those
elements to the edge of the bleed area.*

YELLOW: 0.125" non-printed white gutter
(BIND SIDE)
*On the bind side of each page a blank .125" (3mm) strip
is required. If any color is present in this area the book
will not bind properly.*

GREEN DASHED LINE: Safety area 0.5"
*The safety area is indicated for body text, footers, page
numbers and non-bleed images. Any elements outside of
the safety ares are at risk of being trimmed.*

Guide for 6.14" x 9.21"

Actual (trimmed) Book Size: 6.14" x 9.21"
Total book size with bleed: 6.265" x 9.46"

0.5"

GUIDES:

BLUE LINE: Actual book size (6.14" x 9.21")
The blue line shows an idea of how the book will be trimmed. The book will be trimmed .125" (3mm) on three sides. The bind side will not be trimmed.

RED AREA: 0.125" bleed (6.265" x 9.46")
If using a background color or image please take those elements to the edge of the bleed area.

YELLOW: 0.125" non-printed *white* gutter
(BIND SIDE)
On the bind side of each page a blank .125" (3mm) strip is required. If any color is present in this area the book will not bind properly.

GREEN DASHED LINE: Safety area 0.5"
The safety area is indicated for body text, footers, page numbers and non-bleed images. Any elements outside of the safety ares are at risk of being trimmed.

0.5"

Guide for 6.69" x 9.61"

0.5"

Actual (trimmed) Book Size: 6.69" x 9.61"
Total book size with bleed: 6.815" x 9.86"

GUIDES:

BLUE LINE: Actual book size (6.69" x 9.61")
*The blue line shows an idea of how the book will be trimmed.
The book will be trimmed .125" (3mm) on three sides. The bind
side will not be trimmed.*

RED AREA: 0.125" bleed (6.815" x 9.86")
If using a background color or image please take those elements to the edge of the bleed area.

YELLOW: 0.125" non-printed *white* gutter
(BIND SIDE)
On the bind side of each page a blank .125" (3mm) strip is required. If any color is present in this area the book will not bind properly.

GREEN DASHED LINE: Safety area 0.5"
The safety area is indicated for body text, footers, page numbers and non-bleed images. Any elements outside of the safety ares are at risk of being trimmed.

0.5"

Guide for 7.44" x 9.69"

Actual (trimmed) Book Size: 7.44" x 9.69"
Total book size with bleed: 7.56" x 9.94"

GUIDES:

BLUE LINE: Actual book size (7.44" x 9.69")
The blue line shows an idea of how the book will be trimmed. The book will be trimmed .125" (3mm) on three sides. The bind side will not be trimmed.

RED AREA: 0.125" bleed (7.56" x 9.69")
If using a background color or image please take those elements to the edge of the bleed area.

YELLOW: 0.125" non-printed *white* gutter
(BIND SIDE)
On the bind side of each page a blank .125" (3mm) strip is required. If any color is present in this area the book will not bind properly.

GREEN DASHED LINE: Safety area 0.5"
The safety area is indicated for body text, footers, page numbers and non-bleed images. Any elements outside of the safety ares are at risk of being trimmed.

0.5"

0.5"

Guide for 7.5" x 9.25"

Actual (trimmed) Book Size: 7.5" x 9.25"
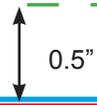Total book size with bleed: 7.625" x 9.5"

0.5"

GUIDES:

BLUE LINE: Actual book size (7.5" x 9.25")
The blue line shows an idea of how the book will be trimmed. The book will be trimmed .125" (3mm) on three sides. The bind side will not be trimmed.

RED AREA: 0.125" bleed (7.625" x 9.5")
If using a background color or image please take those elements to the edge of the bleed area.

YELLOW: 0.125" non-printed *white* gutter
(BIND SIDE)
On the bind side of each page a blank .125" (3mm) strip is required. If any color is present in this area the book will not bind properly.

GREEN DASHED LINE: Safety area 0.5"
The safety area is indicated for body text, footers, page numbers and non-bleed images. Any elements outside of the safety ares are at risk of being trimmed.

0.5"

Guide for 7" x 10"

Actual (trimmed) Book Size: 7" x 10"
Total book size with bleed: 7.125" x 10.25"

GUIDES:

0.5"

BLUE LINE: Actual book size (7" x 10")
The blue line shows an idea of how the book will be trimmed. The book will be trimmed .125" (3mm) on three sides. The bind side will not be trimmed.

RED AREA: 0.125" bleed (7.125" x 10.25")
If using a background color or image please take those elements to the edge of the bleed area.

YELLOW: 0.125" non-printed *white* gutter
(BIND SIDE)
On the bind side of each page a blank .125" (3mm) strip is required. If any color is present in this area the book will not bind properly.

GREEN DASHED LINE: Safety area 0.5"
The safety area is indicated for body text, footers, page numbers and non-bleed images. Any elements outside of the safety ares are at risk of being trimmed.

0.5"

Guide for 8.25"x 11"

Actual (trimmed) Book Size: 8.25"x11"
Total book size with bleed: 8.375"x11.25"

GUIDES:

BLUE LINE: Actual book size (8.25" x 11")
The blue line shows an idea of how the book will be trimmed. The book will be trimmed .125" (3mm) on three sides. The bind side will not be trimmed.

RED AREA: 0.125" bleed (8.375" x 11.25")
If using a background color or image please take those elements to the edge of the bleed area.

YELLOW: 0.125" non-printed white gutter
(BIND SIDE)
On the bind side of each page a blank .125" (3mm) strip is required. If any color is present in this area the book will not bind properly.

GREEN DASHED LINE: Safety area 0.5"
The safety area is indicated for body text, footers, page numbers and non-bleed images. Any elements outside of the safety ares are at risk of being trimmed.

0.5"

0.5"

.125" non-printed-WHITE (inside) gutter (no color)

.125" bleed area

.125" bleed area

Guide for 8.5"x 8.5"

Actual (trimmed) Book Size: 8.5"x8.5"
Total book size with bleed: 8.625"x8.75"

0.5"

0.5"

GUIDES:

BLUE LINE: Actual book size (8.5" x 8.5")
*The blue line shows an idea of how the book will be trimmed.
The book will be trimmed .125" (3mm) on three sides. The bind
side will not be trimmed.*

RED AREA: 0.125" bleed (8.625" x 8.75")
*If using a background color or image please take those elements
to the edge of the bleed area.*

YELLOW: 0.125" non-printed white gutter
(BIND SIDE)
*On the bind side of each page a blank .125" (3mm) strip is
required. If any color is present in this area the book will not bind
properly.*

GREEN DASHED LINE: Safety area 0.5"
*The safety area is indicated for body text, footers, page numbers
and non-bleed images. Any elements outside of the safety ares
are at risk of being trimmed.*

.125" non-printed-WHITE (inside) gutter (no color)

.125" bleed area

Guide for 8.5"x 11"

Actual (trimmed) Book Size: 8.5"x11"
Total book size with bleed: 8.625"x11.25"

GUIDES:

BLUE LINE: Actual book size (8.5" x 11")
The blue line shows an idea of how the book will be trimmed. The book will be trimmed .125" (3mm) on three sides. The bind side will not be trimmed.

RED AREA: 0.125" bleed (8.625" x 11.25")
If using a background color or image please take those elements to the edge of the bleed area.

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(BIND SIDE)
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0.5"

0.5"

.125" non-printed-WHITE (inside) gutter (no color)