



# Electronic Prepress

## INFORMATION SHEET

**CUSTOMER INFORMATION:**

Customer \_\_\_\_\_

Contact \_\_\_\_\_

Phone \_\_\_\_\_ Fax \_\_\_\_\_

E-Mail \_\_\_\_\_

**DESIGNER INFORMATION:**

Company \_\_\_\_\_

Contact \_\_\_\_\_

Phone \_\_\_\_\_ Fax \_\_\_\_\_

E-Mail \_\_\_\_\_

**BOOK SPECIFICATIONS:**

Title \_\_\_\_\_

Trim Size \_\_\_\_\_ Page Count \_\_\_\_\_

Job Components (check all that apply):

Text  Paperback Cover  Casebound Cover

Foil Stamp  Dust Jacket  Other \_\_\_\_\_

**DIGITAL INFORMATION:**

Computer Platform:  Macintosh  PC

Digital Files Sent Via:

Disk (specify type): \_\_\_\_\_

E-Mail  FTP Site  Other \_\_\_\_\_

### TEXT:

**FILE INFORMATION:**

Text Supplied As:

PDF Files  Postscript Files  Application Files

Software(s) used:

Quark XPress  PageMaker  Photoshop

FrameMaker  Illustrator  Freehand

Ventura  In-Design  Other \_\_\_\_\_

**BLEEDS:**

Does this text have copy or graphics that bleed?

Yes  No

If "Yes," are they set up to bleed at least 1/8"?

Yes  No

**PDF FILES:**

If providing PDF files of text:

All fonts are embedded

PDFs were created using Acrobat Distiller, not a PDF exporter straight from the application.

**PHOTOS:**

Text has:  Halftones  4-Color Separations

Halftones or separations are provided high-res on disk. (See EPP Specifications for halftone curve information.)

Bang Printing must scan halftones or separations. Quantity to be scanned \_\_\_\_\_

**GRAPHICS:**

Does this text have graphics (logos, line art, charts, etc.)?

Yes  No

If "Yes," are they all on the disk and correctly linked?

Yes  No

**INK COLORS:**

Ink color(s) for this text:

Black

4-Color Process (CMYK)

Spot Color (specify):

PMS \_\_\_\_\_ PMS \_\_\_\_\_

PMS \_\_\_\_\_ PMS \_\_\_\_\_

### COVER:

**FILE INFORMATION:**

Cover Spread Size: W \_\_\_\_\_ x H \_\_\_\_\_ Spine width: \_\_\_\_\_"

(Call us for a spine width calculation, if correct size is not known.)

Software(s) used:

Quark XPress  PageMaker  Photoshop

FrameMaker  Illustrator  Freehand

Ventura  In-Design  Other \_\_\_\_\_

**BLEEDS:**

Does this cover have copy or graphics that bleed?

Yes  No

If "Yes," are they set up to bleed at least 1/8"?

Yes  No

**PDF FILES:**

If providing PDF files of cover:

All fonts are embedded

PDFs were created using Acrobat Distiller, not a PDF exporter straight from the application.

**PHOTOS:**

Cover has:  Halftones  4-Color Separations

Provided high-res on disk.

Bang Printing must scan halftones or separations

Quantity to be scanned \_\_\_\_\_

**BAR CODE:**

No barcode on cover

Cover requires a barcode

Barcode supplied:

On Disk

Film

Camera-Ready Art

**GRAPHICS:**

Does this cover have graphics (logos, line art, charts, etc.)?

Yes  No

If "Yes," are they all on the disk and correctly linked?

Yes  No

**INK COLORS:**

Ink color(s) for this cover:

Black

4-Color Process (CMYK)

Spot Color (specify):

PMS \_\_\_\_\_ PMS \_\_\_\_\_

PMS \_\_\_\_\_ PMS \_\_\_\_\_

