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## CTP System Data Generation and Delivery – Essential Guidance

**Only PDF format data can be processed by our pre-press system.**

### 1. Separation:

- Prepare your data in composite PostScript format, then convert it into PDF

### 2. Color scheme:

- All objects (vectors and bitmaps) shall be in CMYK color model.
- We cannot guarantee a proper printing color scheme with objects in RGB.
- Switch off loading ICC profiles into EPS and TIFF images.

### 3. Page size:

- The page shall be centered across both axes, vertically and horizontally.
- Trim marks indentation from the trim box is 4mm min.
- The bleed (size error) definition is 5mm (on all sides).
- The text (mirror) indentation from live area (safe type area) is 3mm min.
- The PDF file shall contain all fonts.

### 4. Proofs:

- Color binding proofs shall be acquired from the data supplied to the printing house for processing.

### 5. Files:

- Image resolution – 300dpi.
- Maximum file area (color) coverage shall not exceed 300%.
- Ideally, pages are stored in separate PDF files (1 page = 1 file).
- Panoramic posters are an exception, it's preferable to deliver these as a unit (2 pages =1 file).
- Supply only files intended for printing.
- It's not possible to ftp upload two pages of the same name.
- We advise that only English alphabet characters, numbers and underscore should be used for file naming.

Example: SVT01\_001.pdf : SVT – name (Severotisk)

01 – issue number

001 – page number

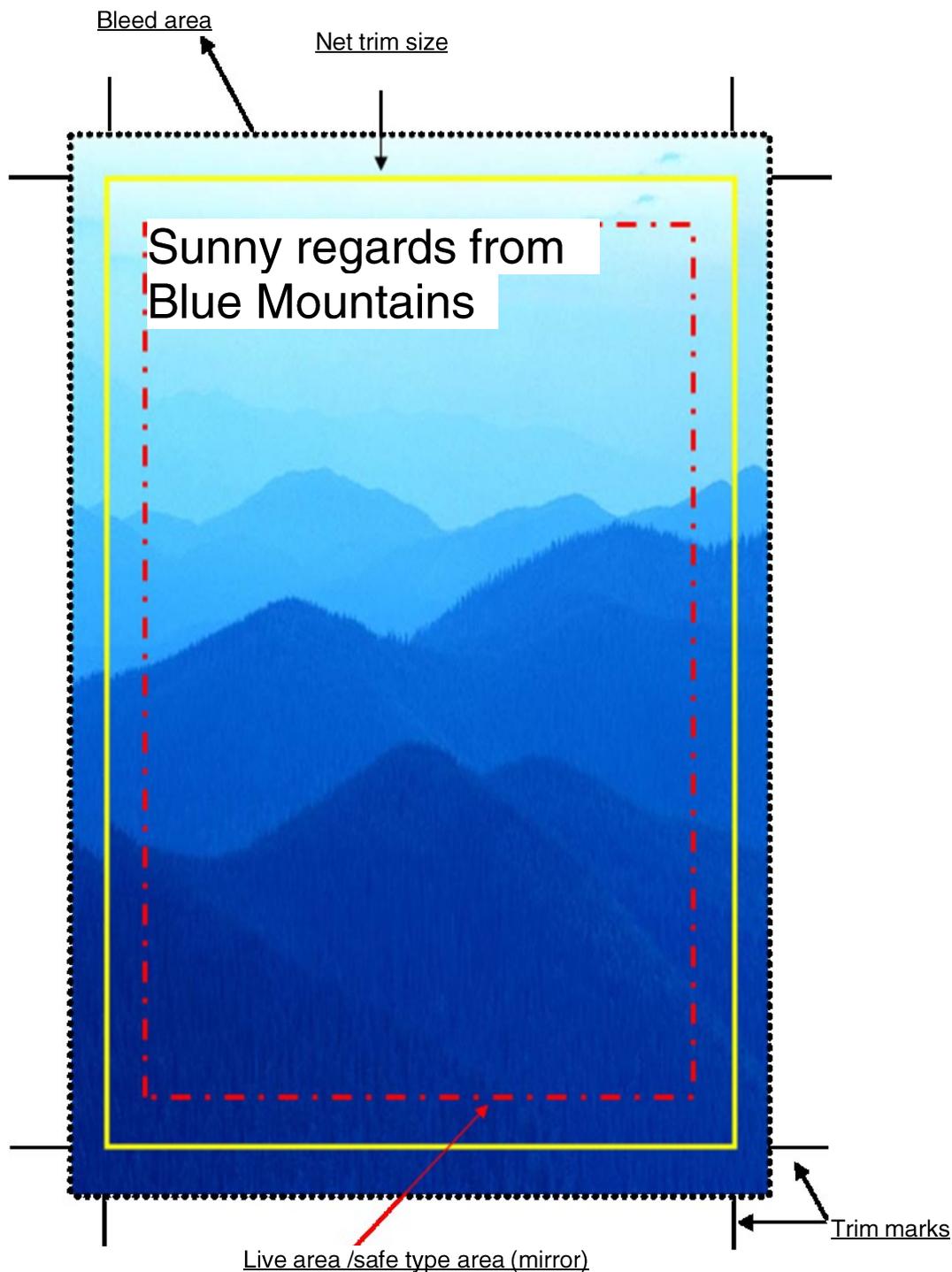
- In case you are sending a page correction, there must be „N“ (New, Neu) in the file name, to indicate clearly that this is a correction:
- Example: SVT01\_001\_New.pdf

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**Optimum page geometry for A4 / 210x297 mm format - example**



\_\_\_\_\_ : trim size (trim box): 210x297mm

■ ■ ■ ■ : live area /safe type area (mirror): 204x 291mm

.....: bleed area (size error): 220x307mm

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Print data in PDF format (standard PDF X1a) is accepted via our FTP server or on portable storage media (CD/DVD/USB flash drive).

**Important notices:**

Document transmission (PDF files to the FTP server of the printing house) means not only initiating the upload of the files, but also verifying the total number of pages in the destination directory after the transfer completion (ideally verifying that there are no zero byte data files). For sending post-transfer data changes (after the initial data transmission end), it is necessary to contact our CTP department immediately via phone or e-mail.

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