



## Publisher's Checklist

*Please Review this checklist in full before starting to prepare files.*

<b>GENERAL</b>	
	Double check your spine size using our spine calculator under "Tips and Tools".
	Embed all fonts and images, or package them up if a source file is being provided. Crops and bleeds must be included on the cover file and any interior pages that require bleed.
	Format the book interior as single pages, not as two-page spreads.
	Obtain a print quote from Blitzprint.
	Reply to the quote to indicate the quantity of books being purchased. Indicate the appropriate quote number that relates to the options chosen.
	Upload all files through Blitzprint's website and notify your Blitzprint Client Support Specialist.

<b>IMAGE PREPARATION</b>	
Images include all non-textual elements in your book, such as photographs, drawings, charts and tables.	
	All digital images are being submitted in TIFF (.tif), PDF (.pdf) or JPEG format (.jpg or .jpeg) using the maximum quality setting. Resolution is a minimum of 300 DPI in the size that each image will appear in the book.
	All colour images (book cover and interior) are saved in the CMYK colour space/mode. (Note: Blitzprint can convert RGB colour images to CMYK prior to printing; however, colour shifts may occur, and additional charges may apply.)
	All images must be embedded electronically or packaged up correctly if a source file is being submitted.

<b>ISBN</b>	
	The ISBN appears both on the copyright page and the bottom right-hand corner of the back cover. The font size is between 9 and 12 points.
	Clearly indicate to Blitzprint if an ISBN barcode is required.

<b>OPTIONS</b>	
	Indicate to your Blitzprint Client Support Specialist if you would like a hard copy proof.