



FILE SUBMISSION CHECKLIST

Before you submit your files for printing

GENERAL

<input type="checkbox"/>	Double check your spine size using our spine calculator under the “Authors Tool Kit” section of our website.
<input type="checkbox"/>	Make sure to 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.
<input type="checkbox"/>	Export your book interior as a single pages PDF, not as two-page spreads.
<input type="checkbox"/>	Request a print quote from Blitzprint.
<input type="checkbox"/>	Reply to the quote with the amount of books you would like produced. If you have requested multiple quotes, please indicate the quote number associated with the order.
<input type="checkbox"/>	Double check the ISBN appears both on the copyright page and the bottom right-hand corner of the back cover and that the font size is between 9 and 12 points.
<input type="checkbox"/>	Upload all your files through Blitzprint’s website and notify your Blitzprint Client Support Specialist once you have done so.

IMAGE PREPARATION

Images include all non-textual elements in your book, such as photographs, drawings, charts and tables.

<input type="checkbox"/>	All digital images are being submitted in TIFF (.tif), PDF (.pdf) or JPEG format (.jpg or .jpeg) using the maximum quality setting. Your image resolution should be a minimum of 300 DPI to ensure maximum image quality.
<input type="checkbox"/>	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.)
<input type="checkbox"/>	Make sure all images are embedded electronically or packaged up correctly if a source file is being submitted.

OPTIONS

<input type="checkbox"/>	Let your Blitzprint Client Support Specialist know if you would like a hard copy proof.
<input type="checkbox"/>	Clearly indicate to Blitzprint if an ISBN barcode is required.
<input type="checkbox"/>	Contact your Support Specialist if you require formatting assistance or other additional services.