

SUBMISSION FORM

JOB NO.	SP to complete
DATE	xx-xx-2016

PLEASE FILL IN YOUR JOB DETAILS IN BLUE SECTIONS.

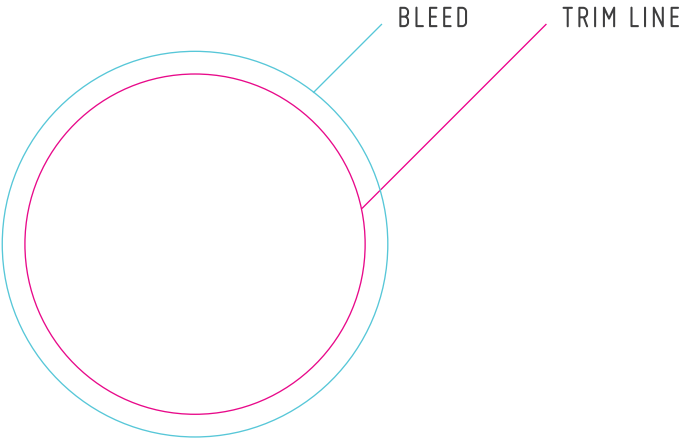
CONTACT DETAILS

NAME	xxx	COMPANY	xxx	(IF APPLICABLE)
EMAIL	xxx	CONTACT NUMBER	xxx	
BILLING ADDRESS	xxx			
SHIPPING ADDRESS	xxx			

STICKER DETAILS

STOCK	xxx	PRINTING	xxx (e.g. foil / printing)
DIMENSIONS	xxx (e.g. 45mm diameter)	QUANTITY	xxx (e.g. 1000)

ARTWORK



	xxx (e.g. foiling - copper)
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CHECKLIST

- / Typeface converted to outlines.
- / Artwork must be in vector format (except for full colour printing images).
- / Adobe Illustrator (AI) and PDF files are preferred. InDesign files and high resolution TIFF files are also accepted with a minimum resolution of 1000 dpi. Photoshop and JPG files are only acceptable for full colour printing with a minimum resolution of 300 dpi.
- / For spot colour printing, colours set to pms spot colours (choose from pantone® solid formula guide).
- / Foil colours set to solid colour (no gradient).
- / For any colour background / graphics / images that go to the edge of the artwork, please include 3mm bleed and trim marks.

APPROVAL

BY SENDING THIS PROOF BACK TO US, YOU ARE APPROVING THIS ARTWORK AND DO NOT WANT TO MAKE ANY CHANGES.  
PLEASE REVIEW THOROUGHLY. FINAL APPROVAL FOR PRINT.

This proof is furnished for you to confirm layout, printing methods, colours, paper stock, finishing (e.g. edge painting) & order quantity.  
Stitch Press will not assume responsibility in case of errors found in printed materials that were not marked on this proof.  
Errors found during press-production will be billed at a hourly rate, on top of additional print costs if they apply.