

# NCR DOCKET BOOKS

(DIGITAL PRINT)

FROM		то	ce / Statement		
ABN		ABN			
DATE	YOUR ORDER No∎	DELIVERED BY		0001	
QTY	DESCRIPTION		PRICE	\$	
$\vdash$			+	$\vdash$	
$\vdash\vdash$			+	$\vdash \vdash \vdash$	
$\vdash$			_	$\vdash$	
$\vdash \vdash$				igwdapprox	
$\vdash\vdash$			+	$\vdash \vdash$	
$\vdash$			+	┝─┤	
$\vdash$			+	$\vdash \vdash \vdash$	
$\vdash$					
$\vdash \vdash$				$\sqcup$	
$\vdash$				$\vdash \vdash$	
$\vdash$				$\vdash \vdash$	
$\vdash$			+	$\vdash \vdash$	
$\vdash$			+	$\vdash \vdash$	
TYPE OF SUPPLY			SUB_TOTAL	$\Box$	
CHECKED BY			GST		
RECE <b>I</b> /ED BY		TOTAL N	CLUDING GST \$		

### STANDARD FINISH SIZES

A4 Portrait 220 x 297mm A4 Landscape 313 x 210mm

A5 Portrait 154 x 210mm A5 Landscape 220 x 148mm

## PERFORATION

18mm from left hand edge or top

## **BLEED AREA**

3mm

Generally bleed is not needed on docket books. If needed extend backgrounds and images that need to go right to the edges past the trim line and to the edge of the bleed area.

#### TRIM LINE

Finished size of the book

This is where the book will be trimmed to the finished size.

## **SAFE AREA**

Minimum 5mm margins

Keep all text and logos etc. inside this area to make sure nothing important gets cut off. Leave a 5mm margin to the right of the perforation.

- Use greyscale or single colour PMS
- Docket book number and perforation to be in red for mock up - remove before saving as a print ready PDF
- ☐ If photos are used as part of the design, they need to be in high resolution, minimum 300dpi and greyscale or PMS monotone
- Overprints must be turned off
- ☐ 3 mm bleed only if needed
- ☐ Minimum 5 mm margins on all edges and from perforation

- ☐ Supply as a PDF file including the bleed if needed
- ☐ Fonts should be converted to curves
- Do not include colour profiles
- ☐ Registration marks, keylines, dielines and other non-printing items must be removed
- ☐ Crop marks, if required, are to be positioned outside bleed area
- Supply as single pages do not use facing pages
- □ Flatten transparencies

**PRINT READY** files must be supplied to the above specifications. If the file does not meet the specifications a fee will be charged to make the file print ready.