Artwork Checking Criteria

✅ Printlab Responsibility

1.	Artwork size vs. order size	7.	Spot UV K100
2.	Spot UV limitation	8.	Fold orientation
3.	Hot stamping limitation (safe zone, font, line, complicated design, JPEG)	9.	Booklet bleed
		10.	Overprint
4.	1-colour order	11.	Folding/creasing line not matching up
5.	2-colour order	12.	Vectors
6.	White base no naming to Pantone "White"	13.	RGB, Pantone, spot colour

❌ Agent's Responsibility

1.	**Guide lines and text description in the artwork** *Remove all guide lines and text description before saving as PDF.*	⬇ Tutorial
2.	**Transparency** *Export/convert artwork to JPEG or TIFF formats (≥ 800 PPI, without text) to avoid printing error or missing images.*	⬇ Tutorial
3.	**Font size** *Refer to respective product artwork specification.*	
4.	**Toning** *Ensure toning is set to a minimum of 10%.*	⬇ Tutorial
5.	**Overlapping text (2-layer font)** *Preview your artwork before sending us your file.*	
6.	**Missing fonts** *Create outlines/curves for all fonts before saving as PDF.*	⬇ Tutorial
7.	**Similar colours** *Ensure a minimum of 10% colour difference between two colours. (Black: minimum 20%, Yellow: minimum 25%)*	⬇ Tutorial
8.	**Booklet - safe zone** *Ensure all elements of your artwork are within the blue line. Download booklet template to prepare your artwork.*	⬇ Tutorial
9.	**Strokes** *Expand stroke into an object (AI). (Lines/Strokes > Object > Expand > Fill and Stroke > Pathfinder > Unite)*	
10.	**Background bleeding** *Expand background image or colour to full bleed.*	⬇ Tutorial
11.	**Rubber stamp font size** *Refer to Stamp Chop Artwork Specification.*	⬇ Tutorial
12.	**Spelling error and typo** *Proofread your copy before sending us your file.*	
13.	**Artwork not centred** *Uneven artwork on finished goods.*	⬇ Tutorial
14.	**Booklet - pagination** *Check pagination before sending us your file.*	
15.	**Booklet - Cross Page** *Please view the tutorial before start your design.*	⬇ Tutorial
16.	**2 different shades of black** *Match artwork background colour to image background colour using colour picker.*	
17.	**CMYK 240%** *Reduce total ink coverage of image.*	⬇ Tutorial
18.	**Low resolution** *Set minimum resolution to 300 DPI.*	⬇ Tutorial
19.	**Background K100 with hidden artwork behind** *Black colour background must be filled in with 2-colour black or 4-colour black. Black text should be set to K100.*	⬇ Tutorial
20.	**Hidden layers** *Delete hidden layers before save artwork to PDF format to avoid hidden artwork appear on the finished goods.*	
21.	**White base artwork wrong naming** *Refer to White Base file preparation.*	⬇ Tutorial

Printlab

Example senario artwork checking by Printlab :

1. Artwork size vs. order size

Business Card

Order size	50mm x 89mm
Bleeding size	53mm x 92mm	✓
Artwork size	54mm x 89mm	✗

92mm

Wendy Ong
Marketing Executive

Mobile : 012 123 456
Email : charlotte@xyz.com

LISA
JEWELERY

53mm

2. Spot UV limitation

Spot UV area CANNOT pass through punch hole area.

Have a
nice day!

- Spot UV NOT ALLOWED to pass through creasing line and gluing area.

- Spot UV need leave blank 1mm Left and 1mm Right from creasing/folding line.

- Spot uv not allowed do at bottom part
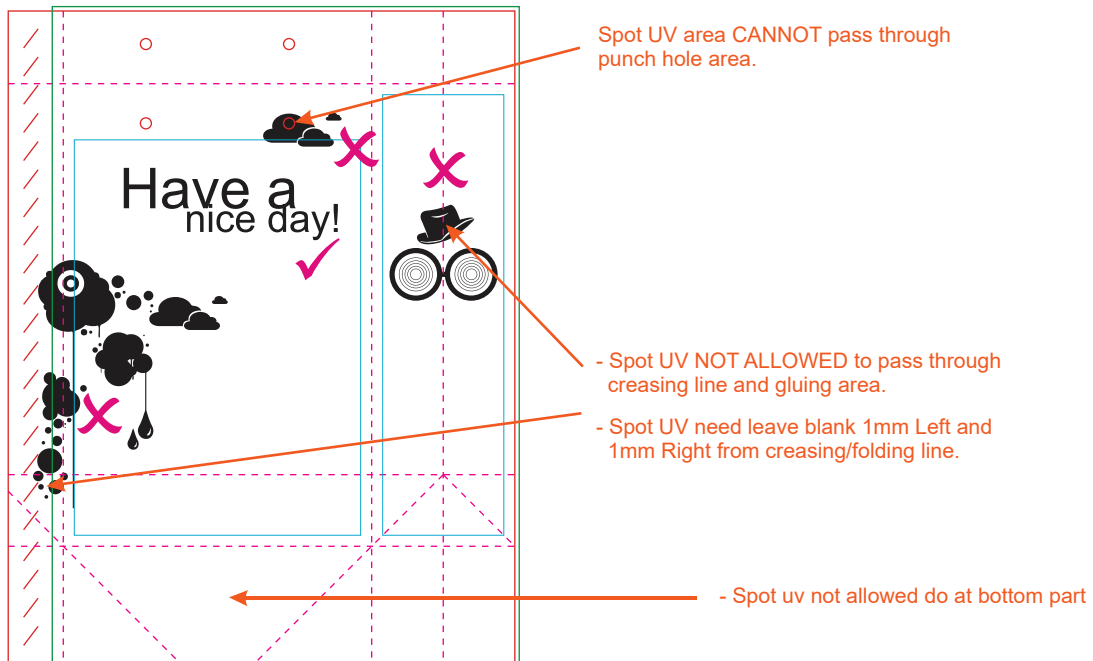
⬇ Tutorial

Printlab

Example senario artwork checking by Printlab :

3. Hot stamping limitation (safe zone, font, line, complicated design, JPEG)   Tutorial

The Desired Effect

What may happen

Hot Stamping on text with outline

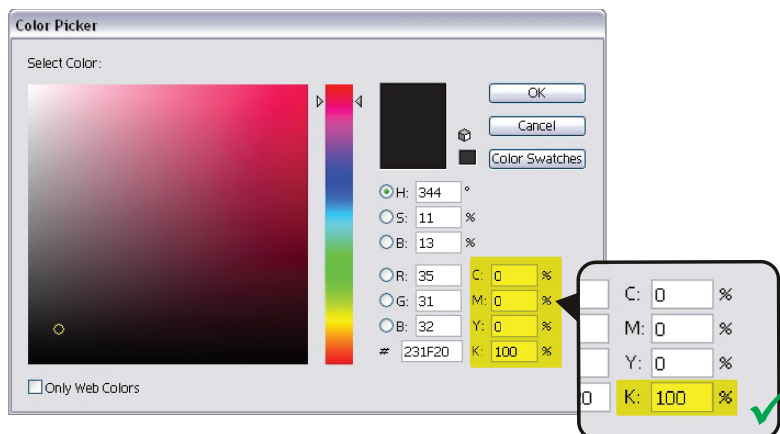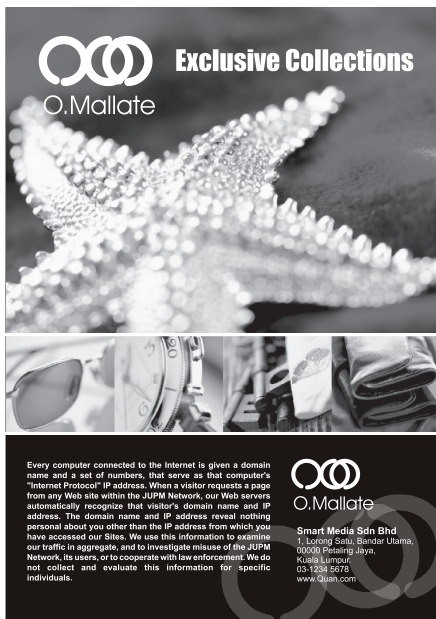Hot Stamping may overlaps the outline

Hot Stamping on text outline

Hot Stamping may not align accurately on text outline

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4. 1-colour order   Tutorial

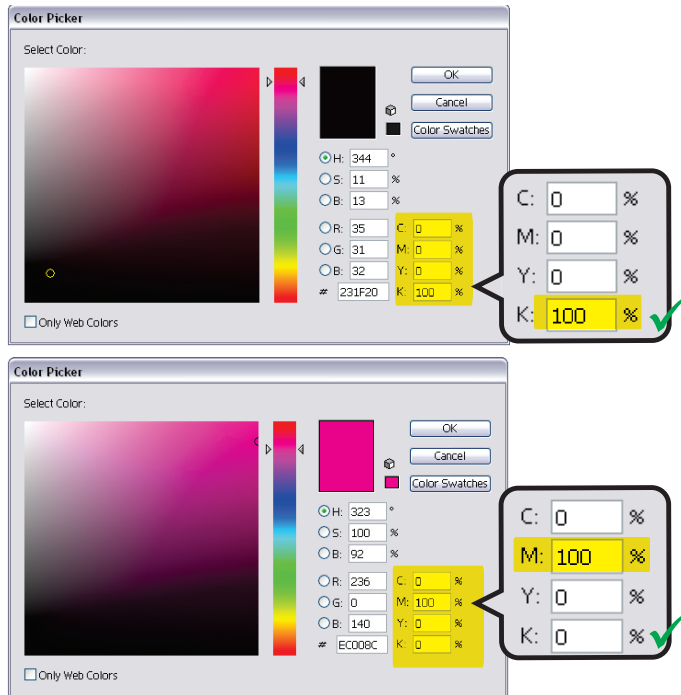Filled with 100K(Black) to represent the actual artwork colour.

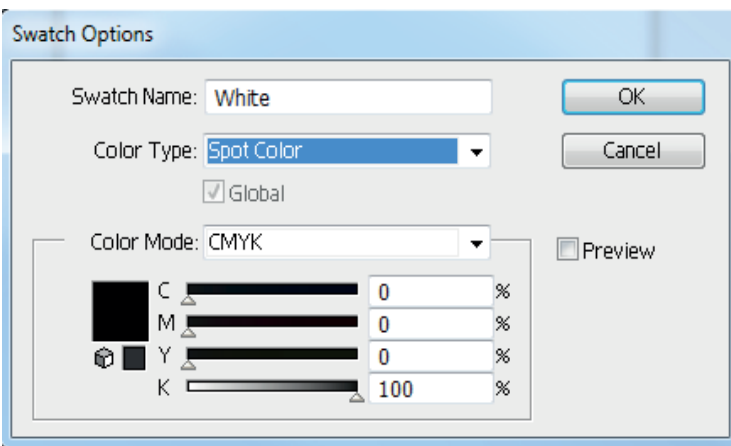**Example senario artwork checking by Printlab:**

5. 2-colour order   ⬇ Tutorial

Fill in 100K (Black Colour) and 100M (Magenta Colour).

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6. Label sticker (white base)   ⬇ Tutorial

At swatch option choose color mode to "Spot Color" and rename the swatch name to "White"

Example senario artwork checking by Printlab :

7. Spot UV K100

⬇ Tutorial

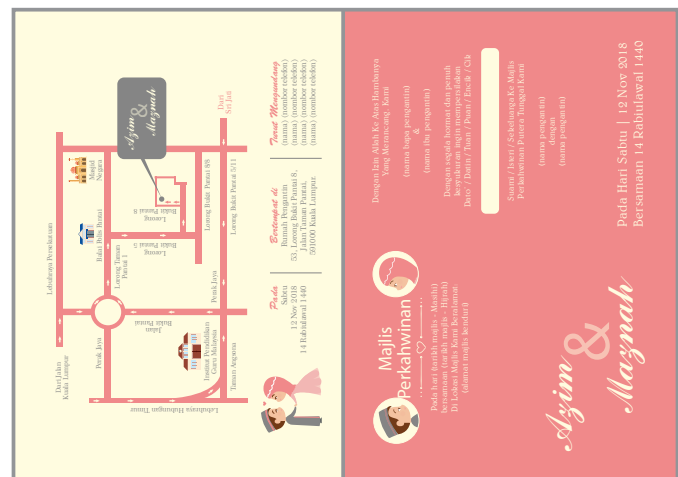You MUST fill the area/image to be Spot UV in K100(Black)

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8. Fold orientation

⬇ Tutorial

Outer

Inner

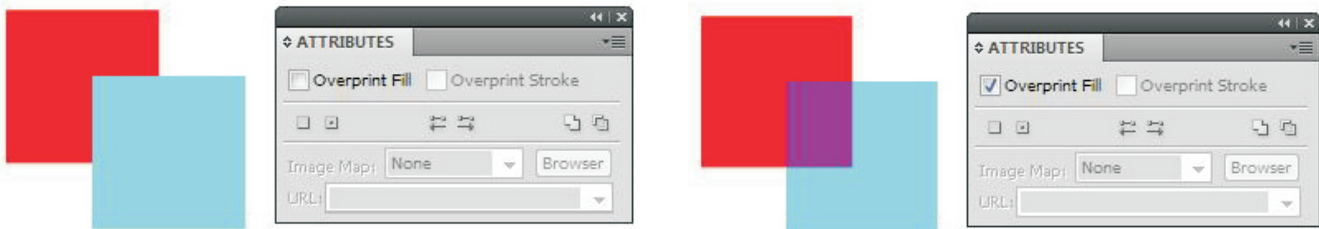**Example senario artwork checking by Printlab :**

9. Booklet bleed

3mm from all sides of cutting edge

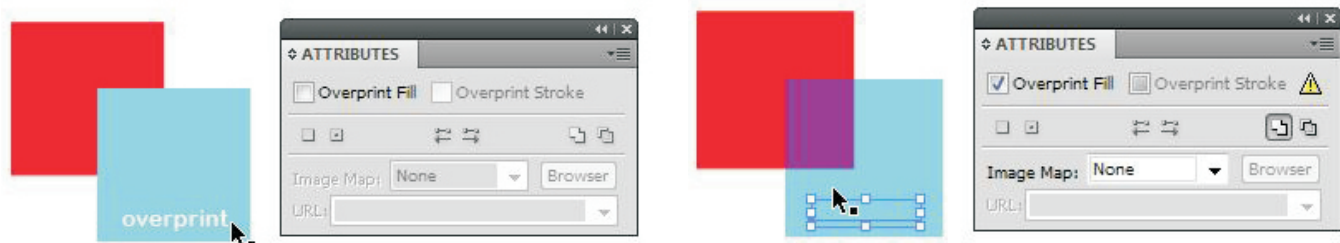10. Overprint

When cyan is overprinted, cyan knock outs the area underneath.
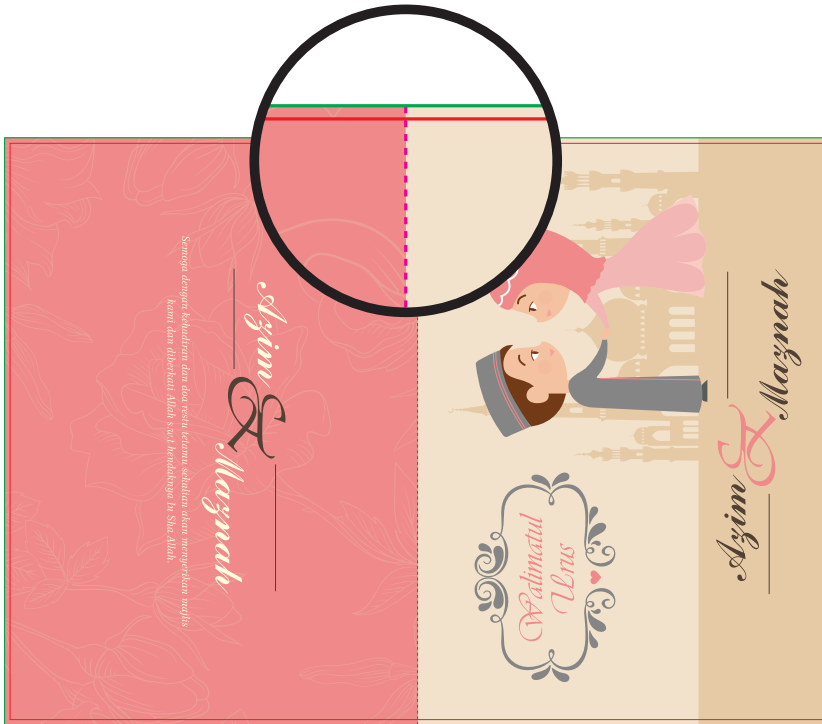That is why the overlap, with the red part turning into purple.

This picture shows the white text is in overprint, so it will be invisible in print.

Printlab

Example senario artwork checking by Printlab :

11. Folding/creasing line not matching up

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12. Vectors

View wireframe (Ctrl + Y). If the vector same as below situation, please save the background's vector (excluded wordings) to JPEG.

Normal view   Wireframe view

Printlab

Example senario artwork checking by Printlab :

13. RGB, Pantone, spot colour

PMS	RGB / HEX	CMYK