1. We require files in their original NATIVE format, (Illustrator, InDesign) for all jobs.

   PDF files are for viewing ONLY, we cannot print from them.

   Please request your designers to ship the original native files.

2. All IMAGES should be a minimum of **300 dpi** CMYK **(PLEASE DO NOT SET TYPE IN PHOTOSHOP)**.

3. Please keep all type to 4 pt. positive or 5 pt. reverse (white) and above, we cannot assure

   legibility for type below these sizes.

4. Include1/8" Bleed.

5. Elements not intended to bleed or be cut away should be kept away from die lines by 1/16".

6. We accept DIGITAL FILES ONLY built using the following programs:

   Adobe Illustrator CC 2018 (or below)

   Adobe InDesign CC 2018 (or below)

> If you are using a PC version of any of these programs please note we are strictly MAC format and cannot load PC fonts. Please convert all fonts to outlines in this case.

7. Include all fonts in a folder on your disk, titled as such.

   If you cannot supply fonts convert all to OUTLINES.

8. Include ALL individual images used in the layout (Including embedded images).

   If you used them, include the layered photoshop documents in case adjustments are required.

   We cannot make color corrections on files if the images are not sent with the file or are embedded.

9. If electronically transferring files, please place all elements into one folder and compress or zip

   before sending to reduce file corruption during electronic transfers. To send large files, just use

   Dropbox.com, Wetransfer.com, Hightail.com, etc. to upload your files to us (Click the sites listed).

   If you cannot transfer electronically please ship discs to us at:

   Rice Packaging Inc.
   356 Somers Road, Ellington, CT 06029

10. Please indicate specific colors intended to print. If any spot colors in your color pallete are

    NOT printing please convert them to process before sending the files. We print up to 6 colors.

11. Please include a low resolution PDF of artwork being submitted.

12. If your proofer is ICC compatible please use our ICC profile. This will ensure your

    proofs match our press. Avialable on request.