



POSTSCRIPT OUTPUT SPECIFICATIONS

Please provide all of the applicable information for each file to be output.¹
BE SURE TO RETAIN A COPY OF EACH FILE SENT TO MPC.²

MPC Pre-Flight PS Form # _____

MPC Sales Rep #: _____

MPC Job # _____

CUSTOMER INFORMATION

Company: _____

Contact: _____

Phone: _____ Date: _____

SPECIAL INSTRUCTIONS (attach additional sheets if necessary)

COMPUTER SYSTEM USED

- IBM or compatible running:
 - MS-DOS _____ Windows 3.1
 - Windows NT _____ Windows 95/98
- Macintosh with System:
 - Earlier than 7 7 or more recent
- Other: _____

MEDIA OR METHOD USED TO SEND FILES

- 3.5" Floppy 44MB SyQuest 128MB Optical 44MB Bernoulli
- 5.25" Floppy (PC only) 88MB SyQuest 230MB Optical 90MB Bernoulli
- 4mm DAT Tape 200MB SyQuest 650MB Optical 150MB Bernoulli
- Iomega Jaz 1GB 135MB SyQuest (EZ135) 1.3GB Optical 230MB Bernoulli
- Iomega Jaz 2GB .25" Mini Cartridge (PC only) 2.6GB Optical 21MB Floptical
- Iomega Zip 100MB CD-ROM Internet (e-mail) MPC BBS
- Iomega Zip 250MB Imation SuperDisk Internet (ftp) Other: _____

MASTER FILE INFORMATION (information on the "main" file(s) we will actually output; use several of these PostScript forms if necessary to detail ALL)

1) _____ Application:³ _____ PostScript ASCII Other: _____
 No. of pages in document:⁴ _____ Which pages to print:⁵ _____ Finished print size(s):⁶ _____
 Document page size(s):⁷ _____ Image area size(s):⁸ _____ MPC to correct size(s)⁹ How: Adjust crops Scale file

2) _____ Application:³ _____ PostScript ASCII Other: _____
 No. of pages in document:⁴ _____ Which pages to print:⁵ _____ Finished print size(s):⁶ _____
 Document page size(s):⁷ _____ Image area size(s):⁸ _____ MPC to correct size(s)⁹ How: Adjust crops Scale file

FILE PREPARATION CHECKLIST

- Have you included accurate sample lasers?¹⁵ Yes No
If Yes, at what scale? _____%
- Are TIFFs or EPS files used in the main files?¹⁶ Yes No
If Yes, have you included a) all that print?¹⁶ Yes No
b) all that are FPO?¹⁵ Yes No
- MPC to do color trapping of files?¹⁷ Yes No
- MPC to make type or other alterations to files? Yes No
(if Yes, please attach a detailed explanation, and indicate on your laser samples)
- MPC to do hi-res digital scans?¹⁵ Yes No
If Yes, are there accurate FPOs?¹⁵ a) in the file? Yes No
b) on lasers? Yes No
- MPC to import/position any other art?¹⁵ Yes No
(if Yes, please attach a detailed explanation, and indicate on your laser samples)

COLOR INFORMATION

- 4-color process (on which files): _____
Convert all colors to process in these files?¹⁰ Yes No

- Spot colors (list all colors to be separated)¹¹

- Ignore any spot colors not listed
- Convert spot colors not listed to process
- Change spot colors not listed to most similar listed colors

PLEASE LIST ALL FONTS USED

(both in main files and within any linked supporting files)
using specific typeface names and weights: eg. Times (Roman, Italic and Bold Italic)

Font name and weight(s)

Font name and weight(s)	PostScript	TrueType	Manufacturer
_____	<input type="checkbox"/>	<input type="checkbox"/>	_____
_____	<input type="checkbox"/>	<input type="checkbox"/>	_____
_____	<input type="checkbox"/>	<input type="checkbox"/>	_____
_____	<input type="checkbox"/>	<input type="checkbox"/>	_____
_____	<input type="checkbox"/>	<input type="checkbox"/>	_____
_____	<input type="checkbox"/>	<input type="checkbox"/>	_____
_____	<input type="checkbox"/>	<input type="checkbox"/>	_____
_____	<input type="checkbox"/>	<input type="checkbox"/>	_____
_____	<input type="checkbox"/>	<input type="checkbox"/>	_____
_____	<input type="checkbox"/>	<input type="checkbox"/>	_____

OUTPUT INFORMATION

- Rough proof(s) requested:¹² actual size reduce to fit
 - B&W laser Color laser (Tektronix) 3M Rainbow
- Film:¹³
 - Negative RRED B&W print ("Velox")
 - OR OR Negative
 - Positive RREU Positive
- Resolution:¹⁴ 1270 2032 2540 3386
- Line screen: 85 100 133 150 175 200
 Other: _____
- MPC to archive files? (sales rep to submit archive form) Yes No

- 1 MPC is not responsible for errors due to incomplete or inaccurate instructions.
- 2 Damage to or failure of removable media may occur despite adherence to stringent precautionary standards. Therefore, it is considered standard practice within the industry *never* to send out the "only copy" of any electronic file.
- 3 It is *especially* important that you fill in the application if it is a PC file.
- 4 The number of pages actually in this file (even if some are blank).
- 5 Which pages actually needed to print from this file.
- 6 The intended trim size of the finished piece to result from this file.
- 7 The size of pages in this file. FreeHand 4.x and higher is capable of producing files with multiple page sizes; note all that are applicable.
- 8 If, for example, your document has 8.5" x 11" pages, but you've drawn your own crop marks to a size of 7"x10", you would write 7"x10" here.
- 9 If your "Finished print size" does not match your "Image area size." "Adjust crops" means we will only re-crop your file image area. "Scale file" means we will reduce or enlarge your file image area. Although we will use our best judgment to correct size per your request, we cannot guarantee that the end result in these cases will match your expectations. For this reason, it is recommended that you submit files at the correct print size.
- 10 The appearance of color converted to CMYK from another format may vary significantly from the original appearance.
- 11 Please list colors exactly as named in your file. If a color is to print a different PMS number from the one listed, put the "correct" number in parentheses next to the number used in the file. Example: PMS 185 (for PMS 485). If multiple colors in a file are to print the same color, we will do our best to determine and output accordingly; but we are not responsible for errors which may result from insufficient information.
- 12 Rough proofs provided for 8.5" x 11" files cannot bleed unless they are either printed at a reduction, or on 11" x 17" paper.
- 13 Film is output negative, right-reading, emulsion down unless otherwise specified.
- 14 Standard resolution is 2540. There is no charge for other resolutions; however, complex pages taking more than 10 minutes per page (or per separation) to image may incur an additional charge of \$1.00 per minute.
- 15 Sample lasers and accurate FPOs ("For Position Only") are important to assure correct production and output of files. It is particularly important to have accurate, full-sized FPOs if MPC is to import and position hi-res scans or other art. If you cannot provide a laser at 100%, make sure you include any FPO TIFF or EPS files so we can run out a 100% sample here for positioning.
- 16 If files contain imported art elements (such as TIFF or EPS), we need these files even if you have "embedded" them (or "saved a copy") in the file. If the linked files cannot themselves be opened and edited (such as occurs with FreeHand 3.x EPS files), we will additionally need the original application file used to create this linked file.
- 17 Additional stripping, color proofing, and time charges may apply at hourly rates for trapping files, or for processing files not trapped properly.

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 FTP Address: [ftp.merrickind.com](ftp://ftp.merrickind.com)

PLEASE DO NOT WRITE BELOW THIS LINE — MPC USE ONLY

Job loaded on Server. File location: **ELECSYS** _____ :

(See reverse for Pre-Flight instructions)

