Calendars and Booklets
A4 Landscape Specifications

Zipprint AUSTRALIA

210mm
220mm

Keep all text or other important things inside this safe area.

10 mm
10 mm

10 mm

10 mm
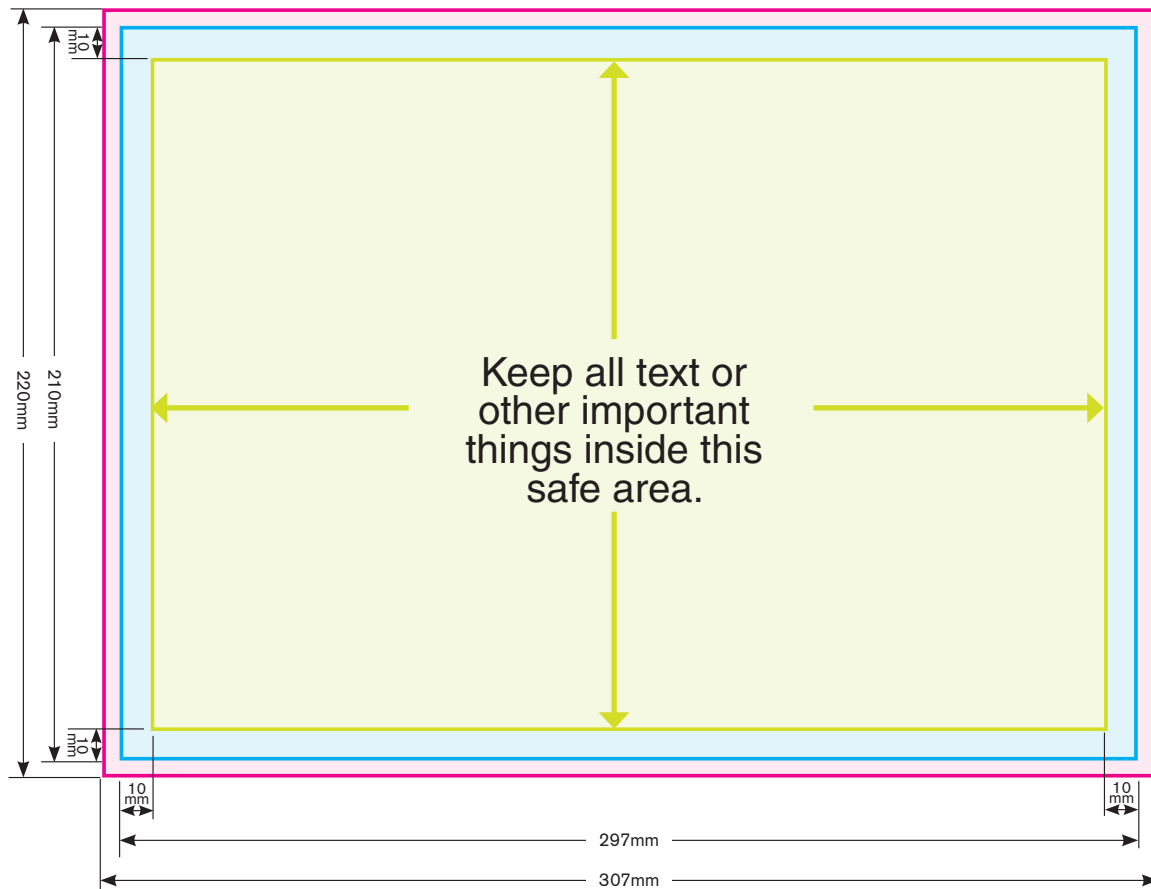
10 mm

297mm
307mm

Trim Size - 210mm(h) x 297mm(w) - this is the size that the finished book will be

Size with bleed of 5mm - 220mm(h) x 307mm(w) - any background images that you want to go to the edge of the pages will need to extend to this line. The extra (bleed) will be trimmed off during production.

Safe area - minimum of 10mm margin on all sides. Keep all important text or images inside this area.

If you are using Microsoft Word or Publisher
Create a custom page size to the size with bleed (22 x 30.7 cm) and have margins of 1.5 cm on all sides. Be sure to extend any background images right to the edges if you don't want any white borders.

Images
For best results please use high resolution images, minimum 300dpi.

Saving Your File For Printing
We require **PDF files** with fonts embedded or converted to curves. Please do not supply artwork with print marks.

Number of Pages
Booklets/calendars work on pages in multiples of 4. Eg 12, 16, 24, 32 etc. If you do not have multiples of 4 there will be blank pages in your book/calendar.

Calendars
A 3mm hole is drilled approximately 10mm from the edge to allow for hanging. Keep this in mind when creating your artwork.

Page Formats
Set up your design as single pages. Do not use facing pages (eg InDesign) or 2 page spreads (Word/ Publisher). Avoid using page borders as they can make your design look untidy once printed and trimmed.