



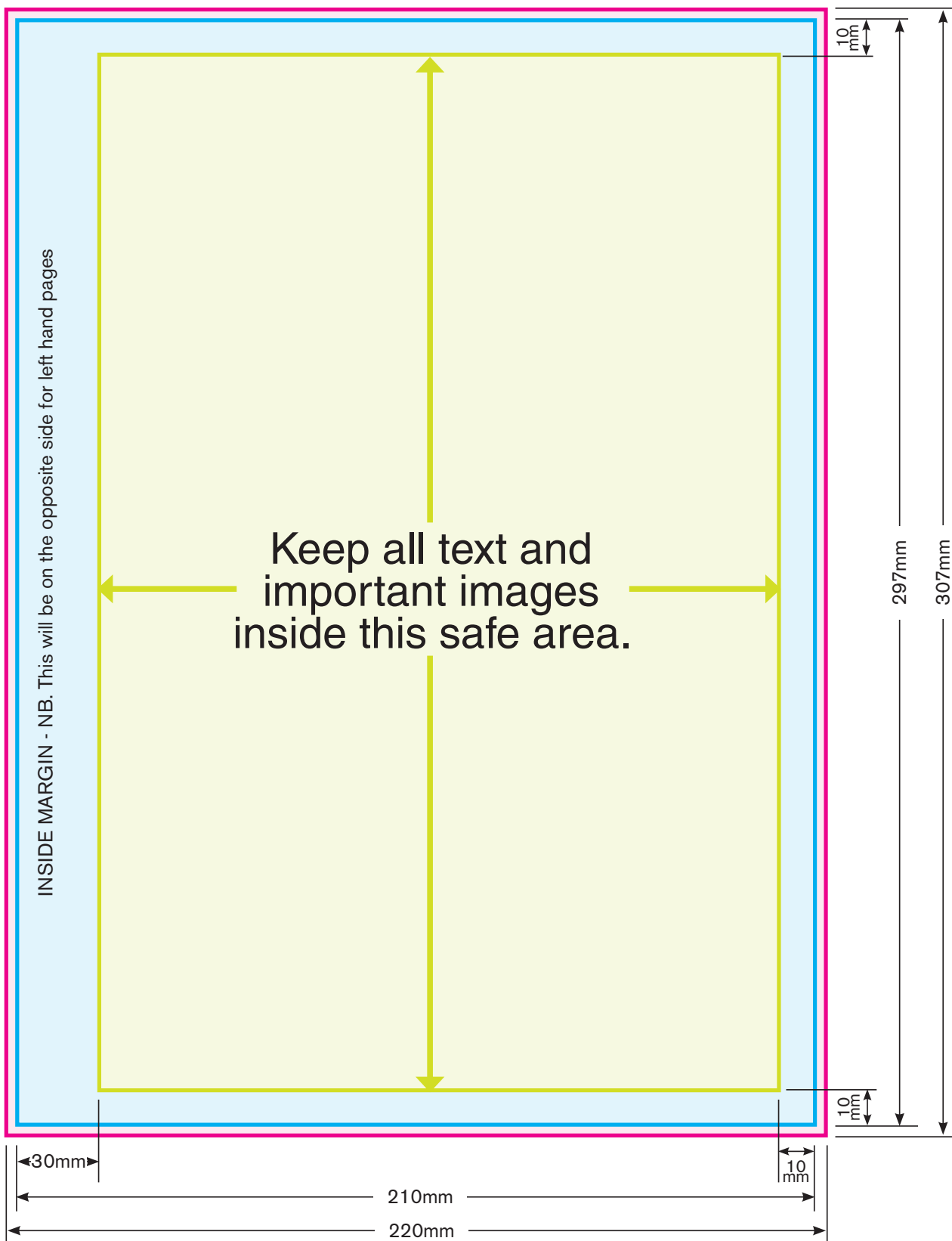
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PERFECT BOUND BOOKS

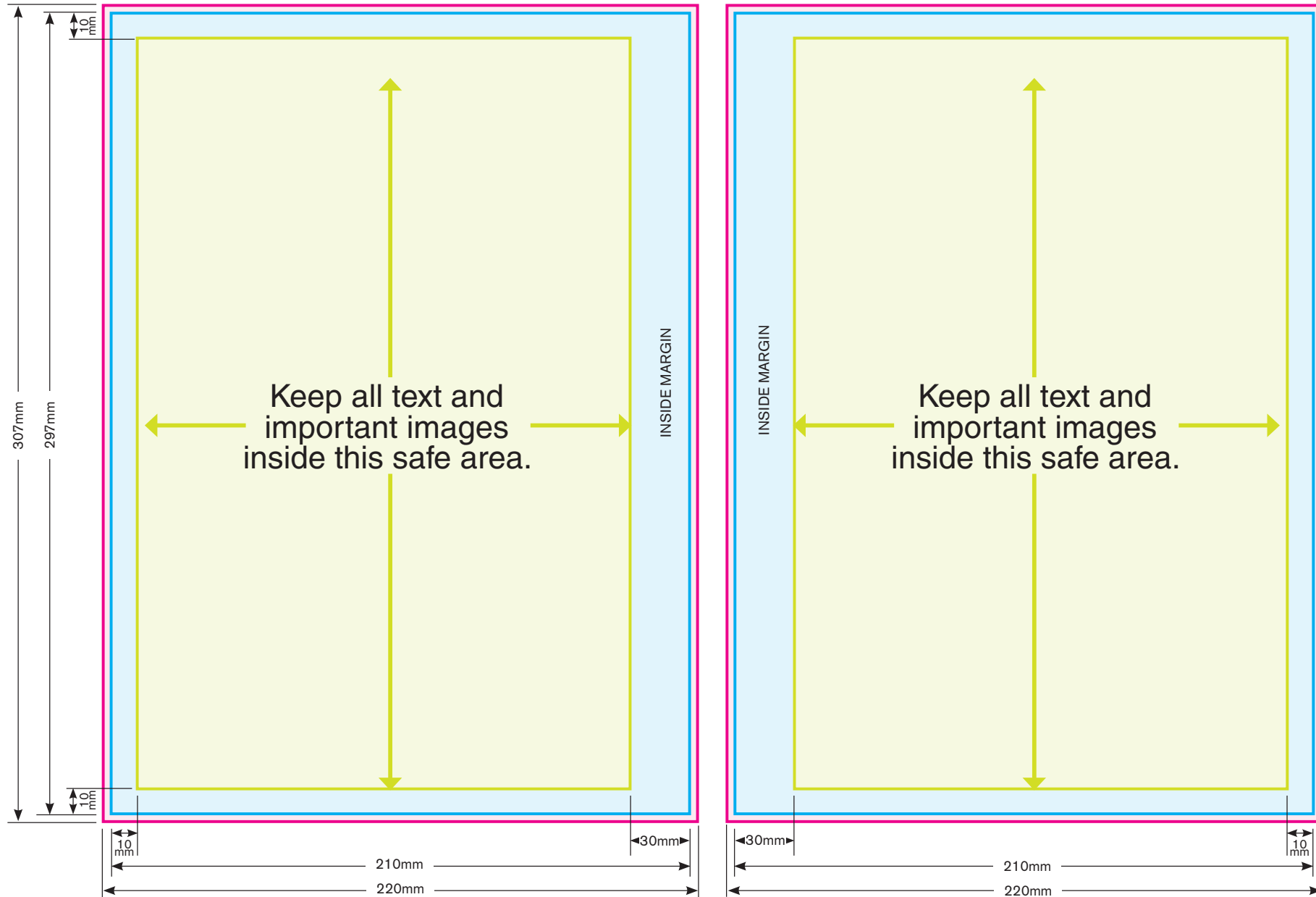
ARTWORK SPECIFICATIONS

A4 Specifications



-  **Trim Size - 210mm(w) x 297mm(h)** - this is the size that the finished book will be.
-  **Size with bleed of 5mm - 220mm(w) x 307mm(h)** - 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 top, bottom and outside edges, minimum 30mm margin for inside to allow for binding. For thicker books you may need 40mm. Keep all important text or images inside this area.

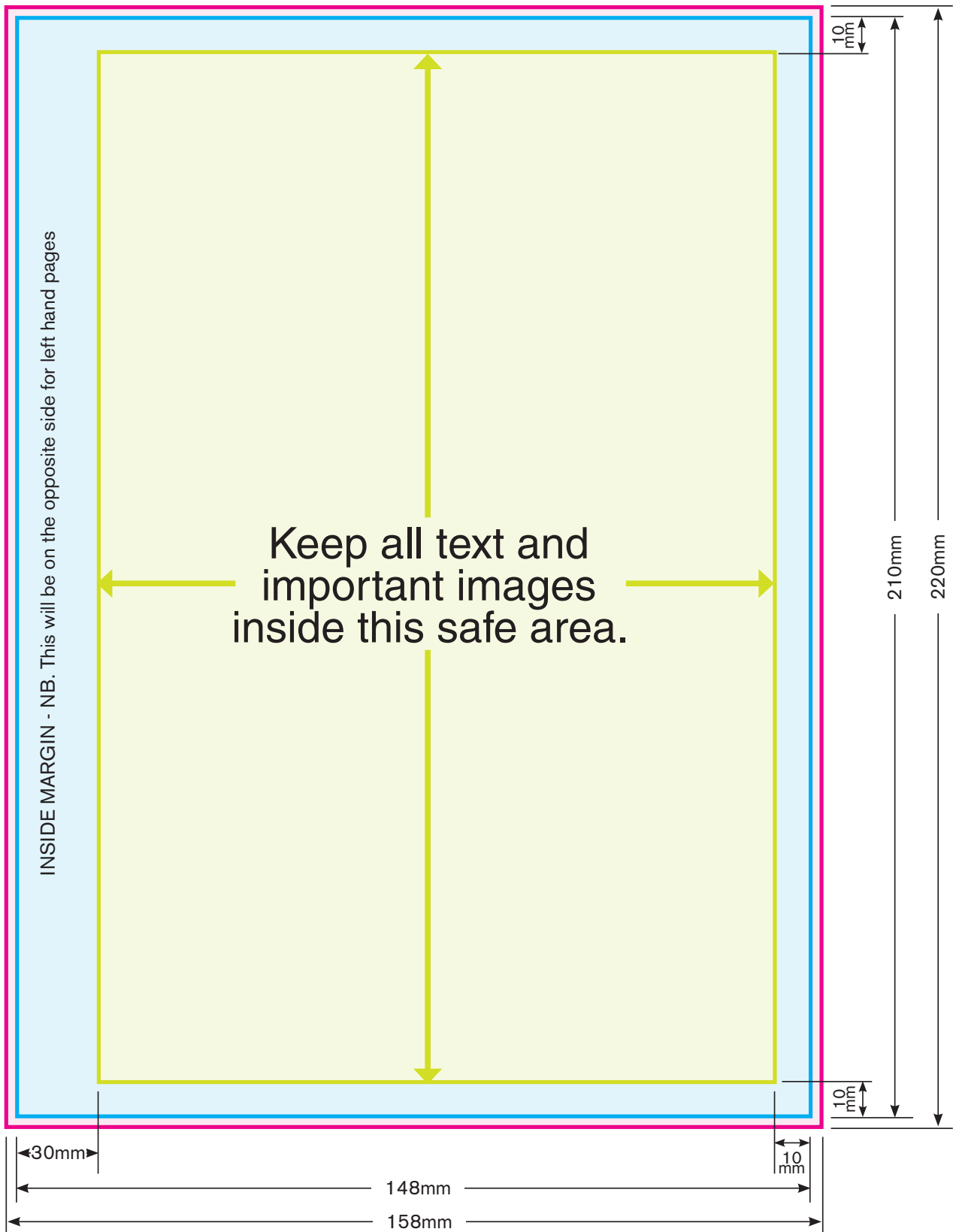
Perfect Bound Books A4 Mirrored Margins Specifications



Left hand pages

Right hand pages

A5 Specifications

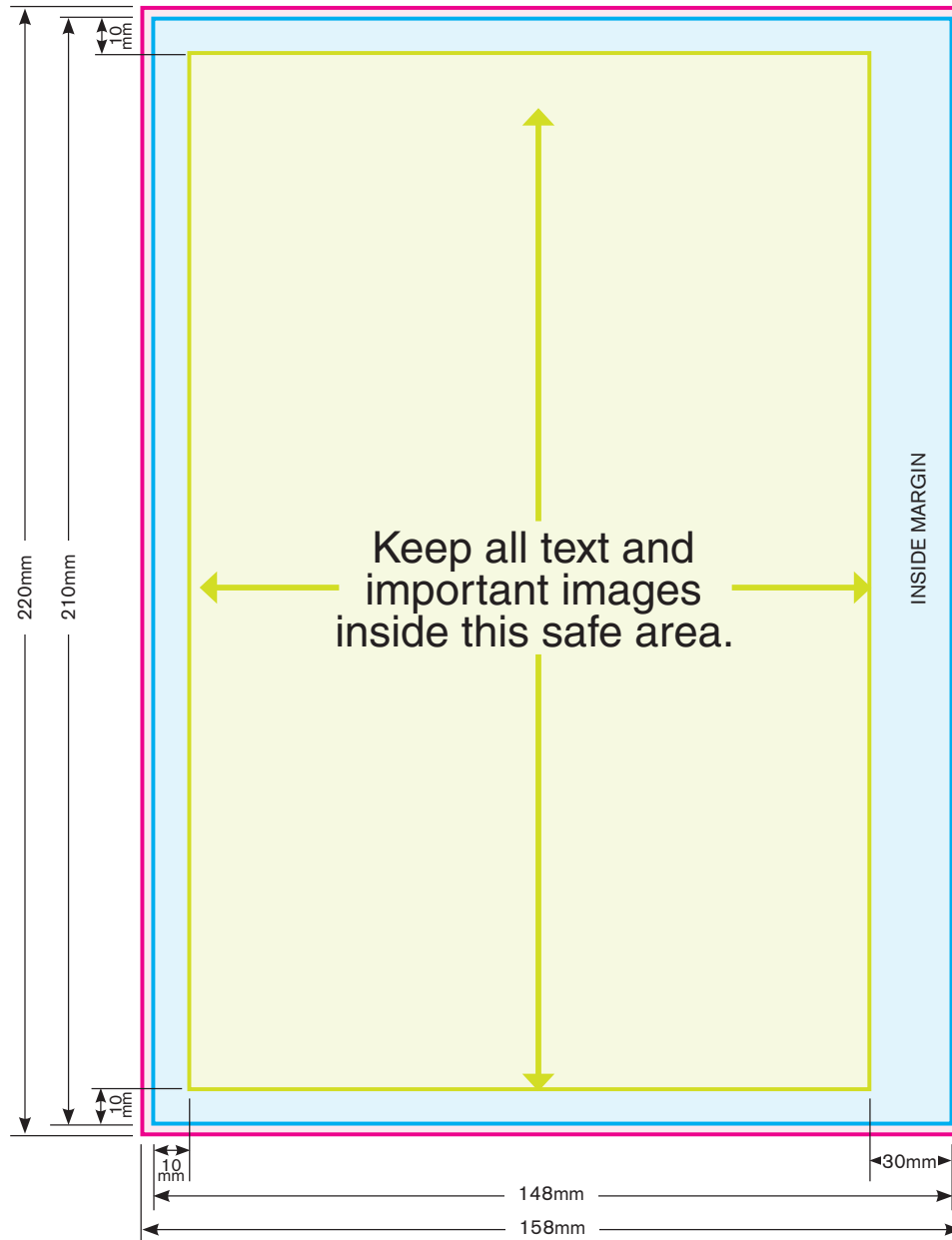


Trim Size - 148(w) x 210mm(h) - this is the size that the finished book will be.

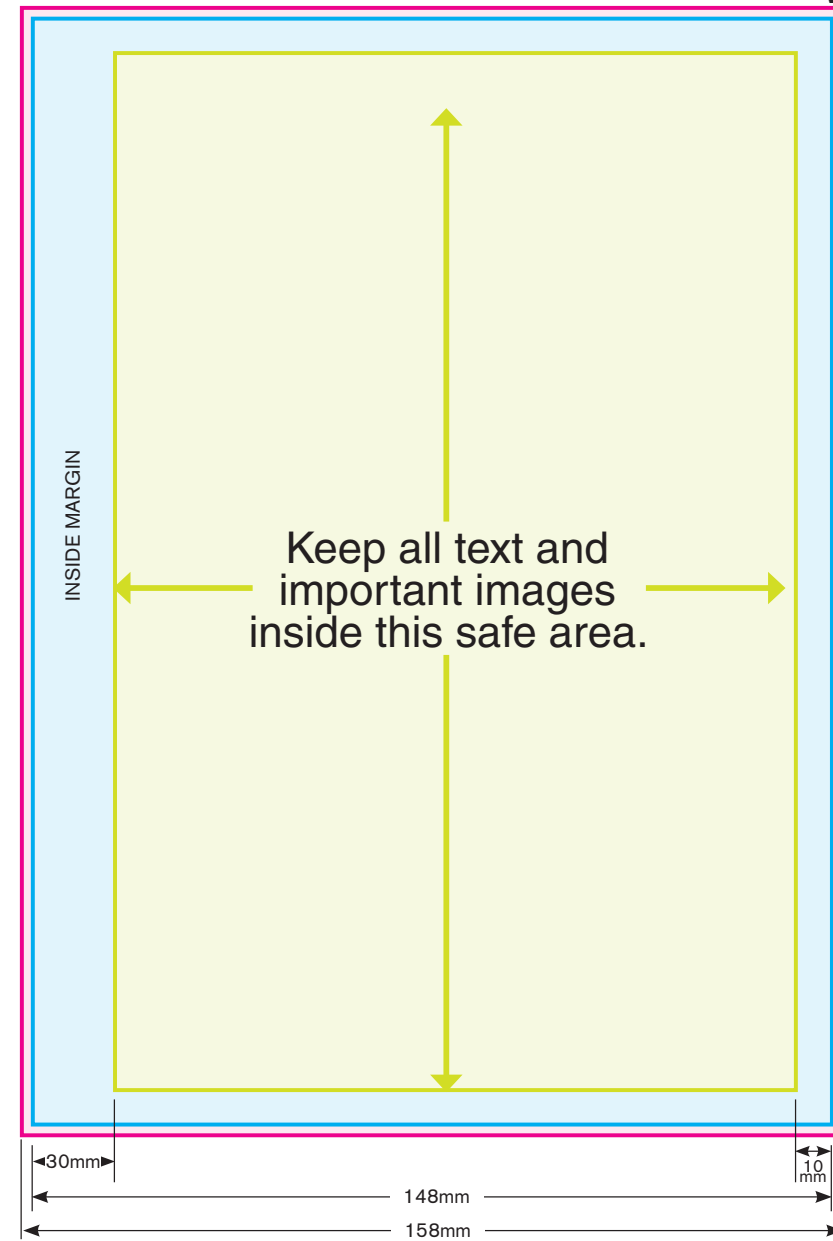
Size with bleed of 5mm - 158mm(w) x 220mm(h) - any background images that you want to go to the edge of the pages will need to extend to this line. The extra (bleed) will be trimmed off during production.

Safe area - minimum of 10mm margin on top, bottom and outside edges, minimum 30mm margin for inside to allow for binding. For thicker books you may need 40mm. Keep all important text or images inside this area.

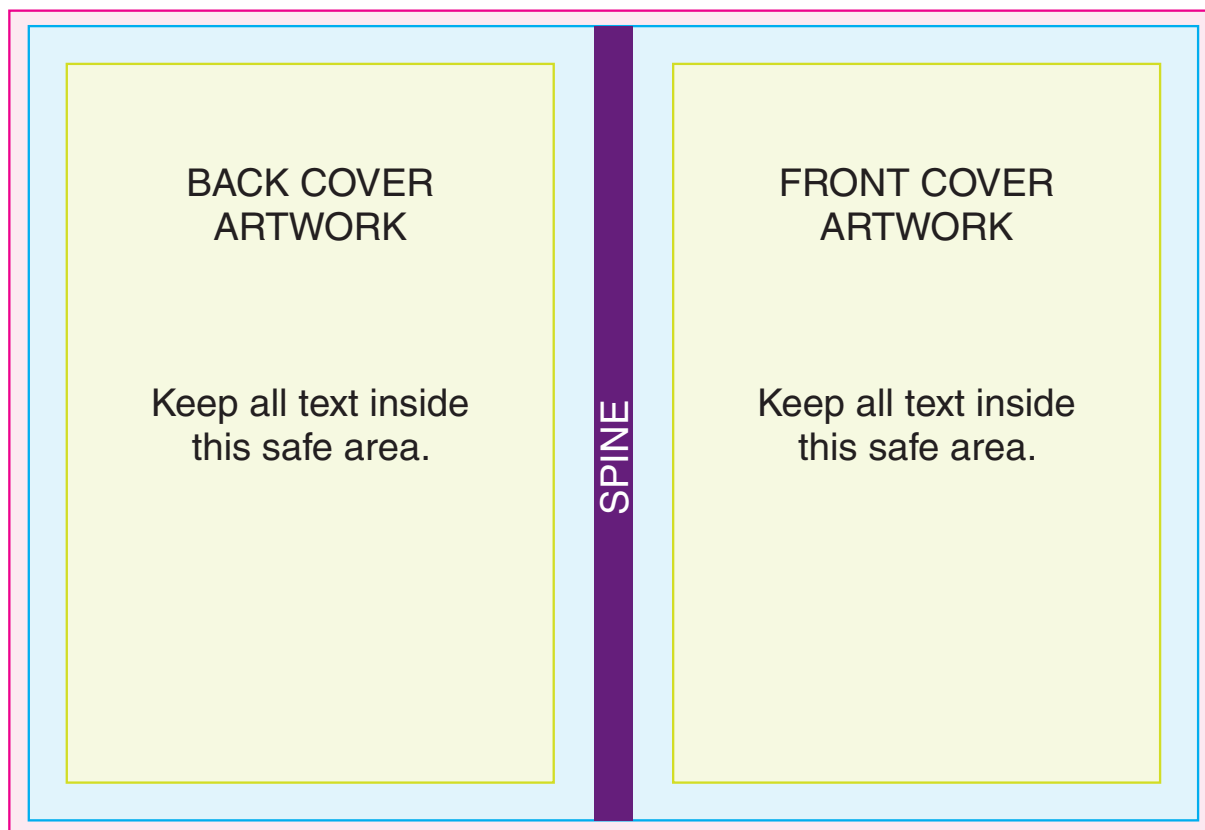
A5 Specifications Mirrored Margins



Left hand pages



Right hand pages



- Trim Size** - 2 x chosen page size + spine
- Bleed of 5mm on all sides** - 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.

Cover Artwork

- The cover artwork should incorporate the front cover, back cover and spine on **1 (one) page**. This will be the height and width of your chosen page size (x2) PLUS the width of the spine (see above diagram). A PDF with 6mm bleed should be provided in CMYK or Greyscale colours. No crop marks are needed as our printer adds them.
- **Example:** an A4 book with a 10 mm spine. Your page size will be 430mm wide x 297mm high. Plus a bleed of 5mm.
- The spine width will depend on how many pages and the stock used for the inside of the book. If you are unsure please contact us for help with this.
- If you are printing on the inside of the cover, the spine area plus 5mm either side needs to be left blank. Printing in this area will interfere with the glue used and may not hold as well.
- If you need us to design a cover for you there is an artwork charge from \$66. The cost will depend on the time taken to create the cover and how intricate the design is.

Spine Widths...

the following are estimates and will vary slightly

Inside Pages Stock	80 bond	100 bond	150 gloss	150 silk
No. of Sheets	100	100	100	100
Approx. Spine size	11mm	12mm	11mm	14mm

Print Ready Artwork

We require **PDF files** with:

- Fonts embedded or converted to curves
- Colours in CMYK or Greyscale only. PMS colours do not translate well to digital printing and you may not get the colour results you wanted, especially when transparencies or gradients are used.
- Appropriate bleed - 5mm for inside pages (body) and 5mm for covers.
- No crop marks or other printers marks are needed.
- Cover artwork should be provided as a separate PDF file from the body artwork.
- Supply your body as **single pages**.
- We can bind up to a maximum of 190 sheets (380 printed pages) of 80gsm bond. This quantity will change depending on the type of paper used.

If you are unable to provide a print ready PDF a pre-press fee from \$88 will apply to get the file/s ready to meet our specifications.

PLEASE NOTE: Our services do not cover proof reading. Zip Print Australia accepts no responsibility for grammatical errors, spelling mistakes, or incorrect information in your book.

Tips...

If you are using Microsoft Word or Publisher

Create a custom page to the size required plus bleed

A4 - **220mm(w) x 307mm(h)** - (22cmx30.7cm)

A5 - **158mm(w) x 220mm(h)** - (15.8cmx22cm)

Increase your margins by 5mm (0.5cm) on all sides to include the bleed. Be sure to extend any background images right to the edges if you don't want any white borders.

Borders

Avoid using page borders as they can make your design look untidy once printed and trimmed. Due to the nature of printing no two pages will print exactly the same, if there is a slight skew to an image it can be noticeable in the finished product when page borders are used.

Use High Quality Images

When using an image for a cover (or in the body) you will get a better print result if the images are high-resolution (300dpi or above). The images you get off Google are generally not going to print very well as they have been compressed for screen use.

Number of Pages

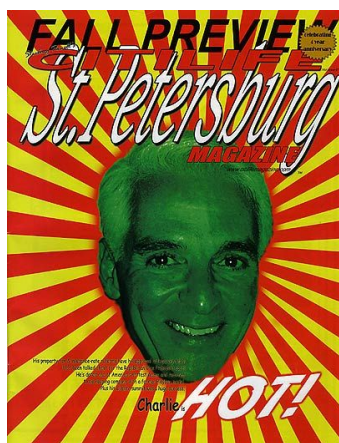
Perfect bound books work on pages in multiples of 2. If you do not have multiples of 2 there will be a blank page in your book at the back. Or you can nominate a place for it.

PP (printed pages)

PP refers to the number of printed pages in your book. If you have 200pp this will use 100 sheets of paper printed on both sides.

Cover Artwork

- Try to keep one colour or image for your background that covers the front, spine and back. There are estimates given below for spine widths but these will vary slightly with different stocks and the coverage of ink. If you have for example... a different coloured spine to the covers...the spine colour may wrap around to the front cover or vice versa and give an untidy finish.
- Keep the artwork simple. Too many images or a busy background image can make it hard to read the title of the book.
- Use up to 2 different fonts. 1 for your title and 1 for your subtitles. Avoid using overly fancy or decorative style fonts as they are often hard to read. Also choose the colours carefully so they stand out from the background.



- Hard to read
- Very busy background
- Too many fonts
- Colours clash



- Clear Title
- Easy to read
- Not too busy
- Still an eye-catching design

Copyright

If your book is for personal use only you don't need to worry about permissions and/or copyright issues.

However, if you are selling your books please keep in mind the following...

- Purchased stock images used in the body or cover should be marked for commercial use. There are lots of sites where you can purchase stock images. Eg. **Shutterstock, iStock, 123rf & Deposit Photos** to name a few.
- Images you get from Google are generally NOT for commercial use. There are free images you can get from some websites that can be used commercially. Try **Freepik, Pixabay, Public Domain Images, Unsplash, Free Images or Px Here**. Please note the individual terms on each image before downloading.
- Unless you have permission from the original author you can't use their work and sell it. There may be some exceptions to the rule, please familiarise yourself with Australian and International Copyright laws before using another's work.
- When using images of people in your book, they should be commercial use images or you should have written permission of the person/people in the photos.

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