

Supply of artwork Tissuebox

In order to prepare the artwork for the selected product we have a digital drawing of the cutter guide / working drawing of every product available. This drawing of the cutter guide in EPS format clearly indicates measurements and positioning of the different elements of the selected product. Based on this information you can prepare and position the artwork (we kindly request you not to change the name and colour of the cutter-guide).

Final artwork for the printing of tissues will be prepared by our graphic department based on your rough draft and digital material. The final artwork will be sent to you for approval.

Our graphics department uses the following software programs:

Indesign CS4

Quark X-Press 7.0

Adobe Illustrator CS4

Adobe Photoshop CS4

Older versions of the above programs are also available.

We prefer to receive a ready-to-print PDF in which our cutter guide is positioned according to the cutter guide drawing received. Please pay attention to the following points when supplying us with a ready-to-print PDF:

- Make sure that no artwork is positioned on the glue surfaces. In the digital document and on the drawing white areas show which surfaces are glue surfaces.
- The artwork should be designed with "bleed" in order to avoid white borders during cutting of the board. This means that the coloured surfaces must extend over the cut-out markings (see example in the drawing of the cutter guide). Make sure that the artwork for the sides is printed on the side flaps to create an attractive connection. The folding method is shown in the "Folding Model" PDF document and a film on folding is available.
- Leave room for overlap if texts and illustrations are printed in PMS colours in order to prevent creation of white edges.
- All elements of the artwork have to be prepared either in CMYK colours (Cyan, magenta, yellow and black) and/or in PMS-colours (Pantone matching System). Do not use RGB or HKS!
- Place the texts in contours / outlines.
- Draw up all black texts and surfaces in 100% black and set the black to 'overprint'.
- Move the guide to the spot colour called 'stans' as stated in the document received. The other colours must be composed in CMYK, unless PMS colours or an additional colour is to be used for printing.
- Before sending us the artwork, we strongly recommend that you fold and glue a model of the tissue box to check the total design and final artwork in 3-dimensions. The folding method is shown in the "folding" PDF document and there is a film about folding on our website.
- If there is some doubt with regard to the way of folding and gluing/sealing, or if the artwork is reproducible, may we recommend to contact our design department. Check the artwork carefully before despatch!

Your digital documents can be supplied on CD-ROM or DVD, or by e-mail. Data transfer can also be done via an FTP server.

After receipt of the digital material our graphic department checks the artwork on the above things.

Follow-up procedure

We shall prepare a ready-to-print pdf, digital print on a scale of 1:1 or if explicitly agreed an actual print proof. If production may proceed after approval of the pdf, you will receive the order confirmation only after we have been informed by you about acceptance of the pdf. In case of a digital print or actual print proof we shall send you this together with an order confirmation in duplicate. One copy of the order confirmation has to be returned to us duly signed. When all conditions have been met we shall commence with production immediately.

Note: Our graphic department is not responsible for the way in which the artwork has been prepared. Without explicit instructions we do not change anything in the artwork. It may be possible that only

after the films have been made design problems will become visible, we shall inform you of the nature of such a problem. However, we cannot accept responsibility in case problems come to the fore.