



ARTWORK:

When sending us your artwork, please note of the following:

- Please include your Corporate Name, name, email address and phone number of the contact person, as well as the PO number corresponding to the artwork in order to avoid mistakes
- Send us your files in PC format (no MAC files please)
- Send your files in Adobe Illustrator (*.ai or *.eps) version CS2 or less in outline format
- Please supply imported images and fonts separately. Apply filters and transparencies in Adobe Photoshop (rather than Illustrator).
- Please supply a high resolution PDF file of the complete project so we can check all graphic items are present
- Any changes and / or corrections 3R Eco™ brings to your original files (touch-ups, formatting) will be invoiced at \$50 per hour (minimum charge of 1/2 hour)
- For colour jobs, please supply colour separation composite files
- Send your graphic files by email to artwork@3recojute.com



Certified Management System:
ISO 9001:2008 (quality)
ISO 14001:2004 (environment)

www.3recojute.com

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