

PREMIUM DESK CALENDAR - CONTENT

Please always download product size template or ready design e-template to ensure error free from use the wrong size to design.

■ **Bleeding**

2mm from all sides of edge (Artwork Dimension)

■ **Margin**

5mm from all sides of the edge (Safe Zone)

■ **Extra Spacing**

13mm at top (8mm Wire O Hole Punching + 5mm Safe Zone)

Content Paper	Orientation	Actual Size (Height x Width)	Bleeding Size (Height x Width)	Safe Zone Size (Height x Width)
Art Card 230gsm	Landscape	164mm x 236mm	168mm x 240mm	146mm x 226mm

Diagram show Content January - December's Artwork Dimension:

- 出边线 - 把稿件背景设计延伸至出边线。
Full Bleed - Extend your background design to this edge, on all sides.
- 切割线 - 此线以外将被切除。
Trim Size - Product size. Anything left beyond this line will be cut off.
- 安全区 - 所有重要内容(字体/图片/商标等)不可超出此区以免被切除。
Safe Zone - Keep all your important contents (text, images, logos, etc.) within this area.



PREMIUM DESK CALENDAR - STAND

▪ **Bleeding**

2mm from all sides of edge (Artwork Dimension)

▪ **Margin**

5mm from all sides of the edge (Safe Zone)

Calendar Stand Paper (Wrapping Paper)	Orientation	Open Size (Height x Width)	Close Size (Height x Width)	Safe Zone Size (Height x Width)
Art Paper 150gsm	Landscape	522mm x 266mm	492mm x 236mm	-
Printing area	Landscape	-	Actual Size: 35mm x 236mm	Safe Zone: 25mm x 226mm

4C printing for calendar stand is available at the bottom 35mm.

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Trim Size - Product size. Anything left beyond this line will be cut off.
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Full Bleed - Extend your background design to this edge, on all sides.
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Wire O Hole Punching Spacing (Trimming till Hole End)	Wire O Hole Punching Size (Trimming till Hole End)	Diameter of Wire O	Number of Wire O Hole Punching
8mm	4mm x 4mm	7/16"	Landscape – 26 holes

STANDARD CHECKLIST

FILE FORMAT

Artwork is saved in required file format : Adobe Acrobat Document (*.pdf)

FILE SIZE & RESOLUTION

File resolution at 100% : 300dpi
File resolution at 100% : below 20MB/file

ARTWORK DESIGN

All images have been exported / converted : background, design effects, photos, images
to TIFF files (not including text / vector images)
Tiff File Resolution : 300dpi
Color Mode : process CMYK mode

FONTS

No fonts of less than 5 pts
Curve / Path / Create outline all fonts

LINE WEIGHT

No lines of less than 0.25pts. are used : ≥ 0.25 pts.
Color : CMYK mode

MARKING & TRAPPING

Do not apply any crop mark and trapping to your files, including box or bleeding marking or margin marking.

FILE PREPARATION

- Artwork is saved in required file format Adobe Acrobat Document 4 – version 1.3 (.pdf).
- Resolution 300dpi and color mode CMYK.
- PDF files must prepare for artwork according types of product.

Page Arrangement for Premium Desk Calendar in TWO PDF files

- **File 1.** xxxxPDF_premium_desk_calendar_stand
Page 1: Calendar stand
- **File 2.** xxxxPDF_premium_desk_calendar_content
Page 1: Front Cover (FC)
Page 2: Inside Front Cover (IFC) (Back of page 1: Front Cover)
Page 3: Content 1
Page 4: Content 2
Page 5: Content 3
Page 6: Content 4
Page 7: Content 5
Page 8: Content 6
Page 9: Content 7
Page 10: Content 8
Page 11: Content 9
Page 12: Content 10
Page 13: Content 11
Page 14: Content 12
Page 15: Content 13 (Back of page 14: Content 12)
Page 16: Content 14 (Back of page 13: Content 11)
Page 17: Content 15 (Back of page 12: Content 10)
Page 18: Content 16 (Back of page 11: Content 9)
Page 19: Content 17 (Back of page 10: Content 8)
Page 20: Content 18 (Back of page 9: Content 7)
Page 21: Content 19 (Back of page 8: Content 6)
Page 22: Content 20 (Back of page 7: Content 5)
Page 23: Content 21 (Back of page 6: Content 4)
Page 24: Content 22 (Back of page 5: Content 3)
Page 25: Content 23 (Back of page 4: Content 2)
Page 26: Content 24 (Back of page 3: Content 1)
Page 27: Inside Back Cover
Page 28: Back Cover (Back of page 27: Inside Back Cover)