

# A to Z Audio Services, Inc.

## AtoZ CASSETTE Packages

### Important typesetting information about file submission

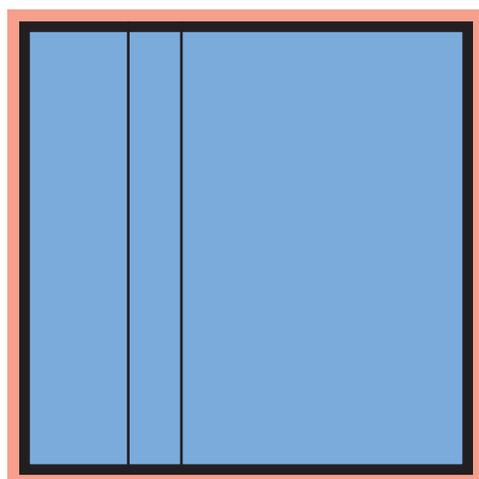
1. All files must be in CMYK psdd, tiff, or high quality jpeg format, except files for ink imprinting.
2. We prefer 400 dpi resolution, although 300 dpi is acceptable, except files for ink imprinting.
3. Ink imprint files should be at least 600 dpi tiffs.
4. All background images should bleed 1/8" beyond printing dimensions as shown on the next page.
5. Please keep text 1/8" within the printing dimensions.
6. If using our templates, background images should go beyond the outlines, all the way to the edge of the file.

Included with this file are layout templates for the specific package that you have chosen, Parental advisory logos, and two fonts for printing © (a circle P, or phonocopyright symbol)- the proper symbol for printing directly on the media itself. The TimesP and HelveticaP fonts supplied are exactly the same as Helvetica and Times except that the option-shift-p (on a Mac only) keystroke produces a circle p "©". The layout dimensions can be viewed on the second page of this document, and are supplied as tif, or Photoshop psd files. There are also jpg files for those of you that cannot open tif or psd files. All templates have guides and fold/crop marks for a graphical view of the printable area. If you are planning on a color background or having graphics on your label, then we would print on the 12-up labels. Artwork for ink imprinting must not go outside the frames. Adhesive label artwork SHOULD bleed 1/10" (outside, and in the center). When designing a j-card, keep in mind that any graphic or photo that goes to the outside edge of the item should bleed off at least 1/8"(our templates are already set up for this), and any type or other item NOT to the edge should be 1/8" or more inside the edge. This gives enough leeway when cutting so that borders are relatively even, nothing gets cut off that shouldn't, and there are no white edges where printing should be. Files should be 400 dpi for maximum quality, although 300 dpi will print satisfactorily. Line art should be at 600 dpi MINIMUM. Hand drawn ink imprints should be printed out at 2x size for maximum clarity. Ink imprinting of grayscale images is not recommended due to the limited resolution available, although some images may print satisfactorily. Graphics for four color printing must be supplied in CMYK format to avoid color inaccuracies. Be aware that the colors that you see on your monitor and/or printouts from your printer may not accurately reflect the actual values in your files. We will print your files as supplied. Please supply printouts with your order as a reference for us.

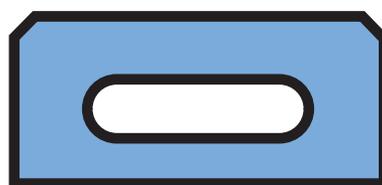
#### THE FOLLOWING WILL BE SUBJECT TO EXTRA CHARGES:

1. ANY FILES SUPPLIED NOT USING OUR TEMPLATES, or to EXACT specs as stated above
2. GRAPHICS FOR FOUR COLOR PRINTING NOT IN CMYK FORMAT
3. 4 color labels in place of ink imprinting, as per our price list.

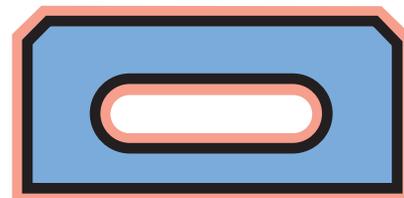
If you have any questions regarding layout or specs, please call us at **440-333-0040**, or email [typeset@atozaudio.com](mailto:typeset@atozaudio.com)



j-card



ink imprint



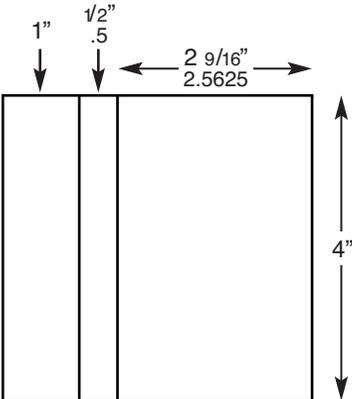
label

- Black represents dimensions of item
- Light blue designates text area
- Pink indicates bleed area

### PRINTABLE AREAS

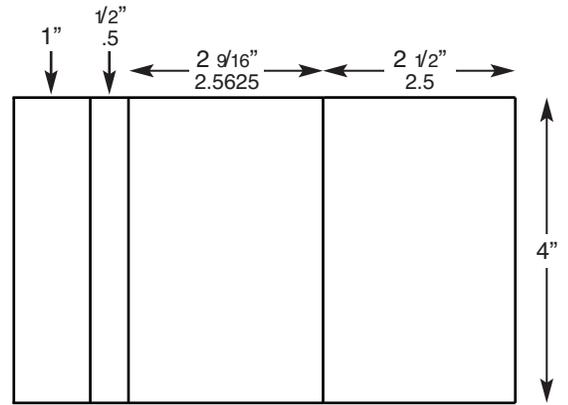
**TEMPLATE DIMENSIONS ARE ON NEXT PAGE**

# A to Z CASSETTE Package Dimensions



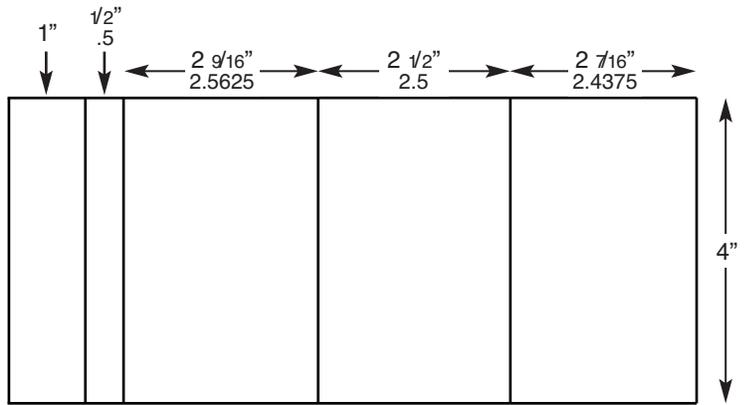
**Cassette Insert (Single)**

**A to Z AUDIO Services, Inc.**  
 440-333-0040  
 fax: 333-0104  
 typeset@atozaudio.com  
 www.atozaudio.com

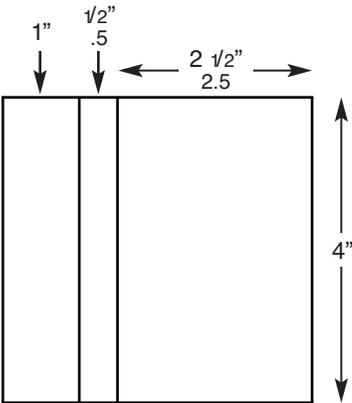


**Cassette Insert Double (2 panel) - standard size**

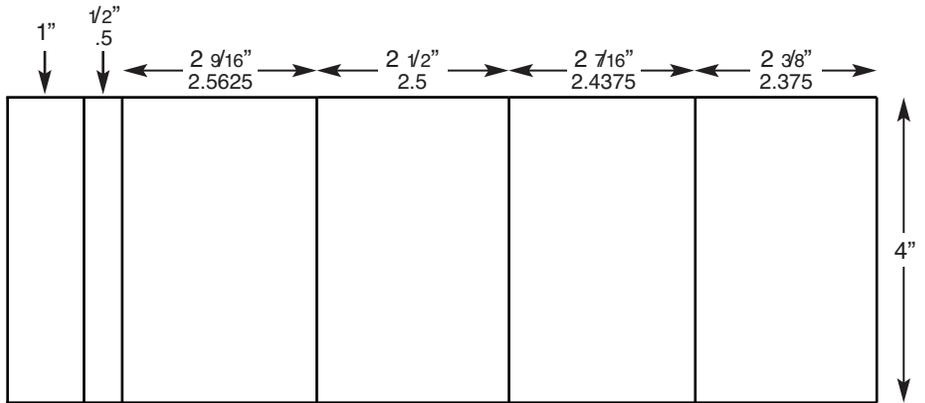
All items except ink imprint and TEXT only single insert need EXACTLY 1/8" bleed on all 4 sides. They should be a CMYK tiff or psd file. Resolution should be 400 dpi, although 300 dpi is acceptable. Ink imprints should be 600 dpi bitmap files.



**Cassette Insert triple (3 panel) - optional**

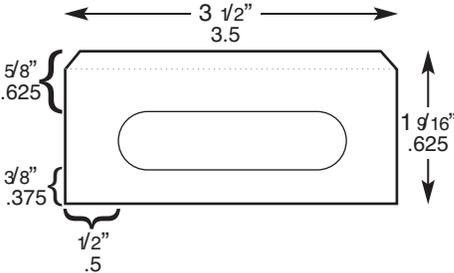


**Cassette Insert (Single-TEXT only)**



Single      Double      Triple      Quad

**Cassette Insert- Quad (4 panel) - optional**



**Cassette Imprint or Label**

For clear cassettes only, do not print above dotted line. No bleed on imprints, 1/10" bleed on labels