

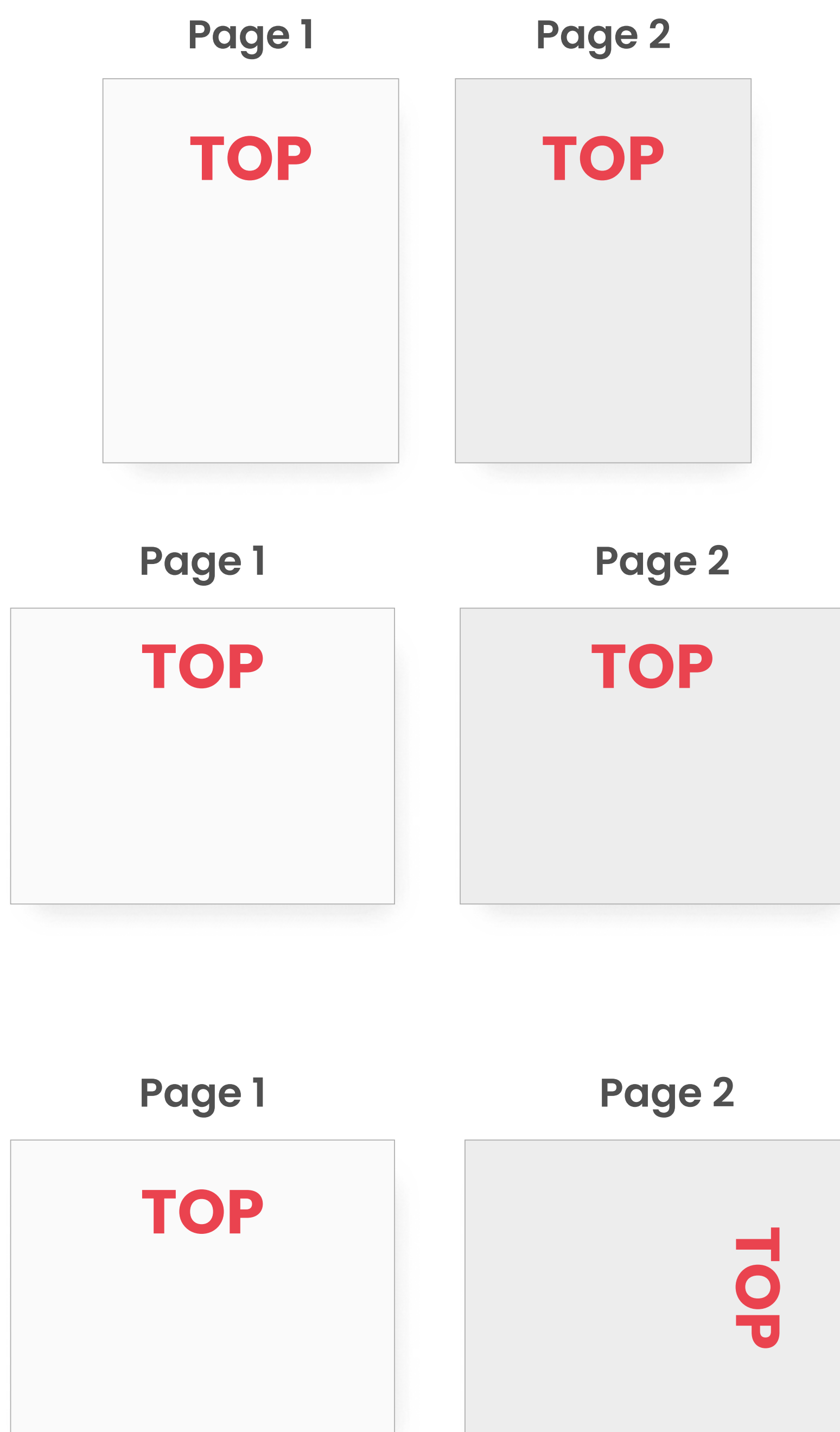
**FLAT & FOLDED FILE  
ORIENTATION  
GUIDE**



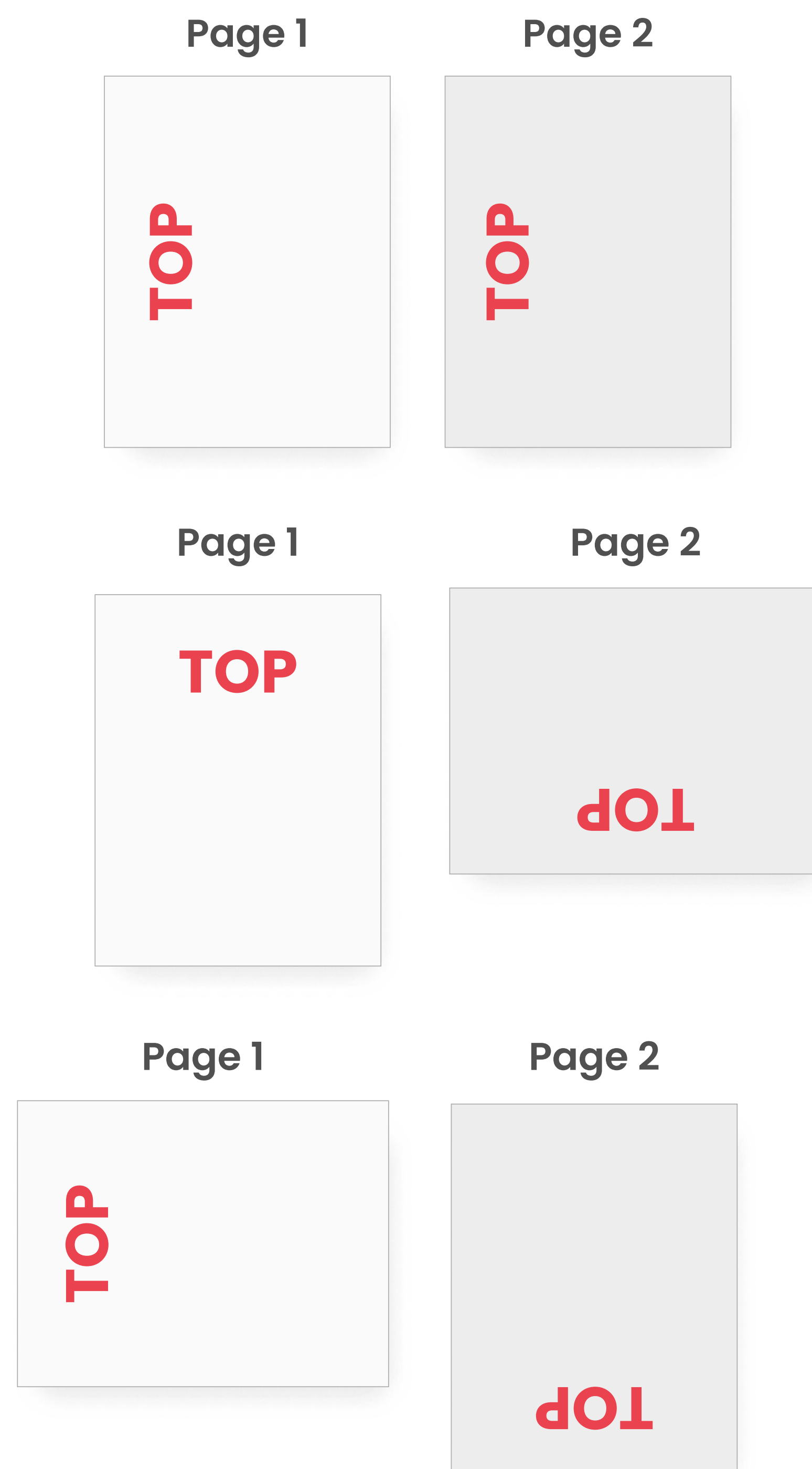
# Flat Artwork Orientation



## Proper Page Orientation



## Incorrect Page Orientation



In order to ensure files are submitted properly for proper orientation, we require files to be submitted **HEAD TO HEAD**.

- We print using work and turn; therefore, files must be imposed properly to back up properly.
- We strongly encourage submitting 2 sided jobs as 1 file (*except for products specifically requiring two separate files*). For example, a 2 sided job should consist of 1 PDF, 2 pages.



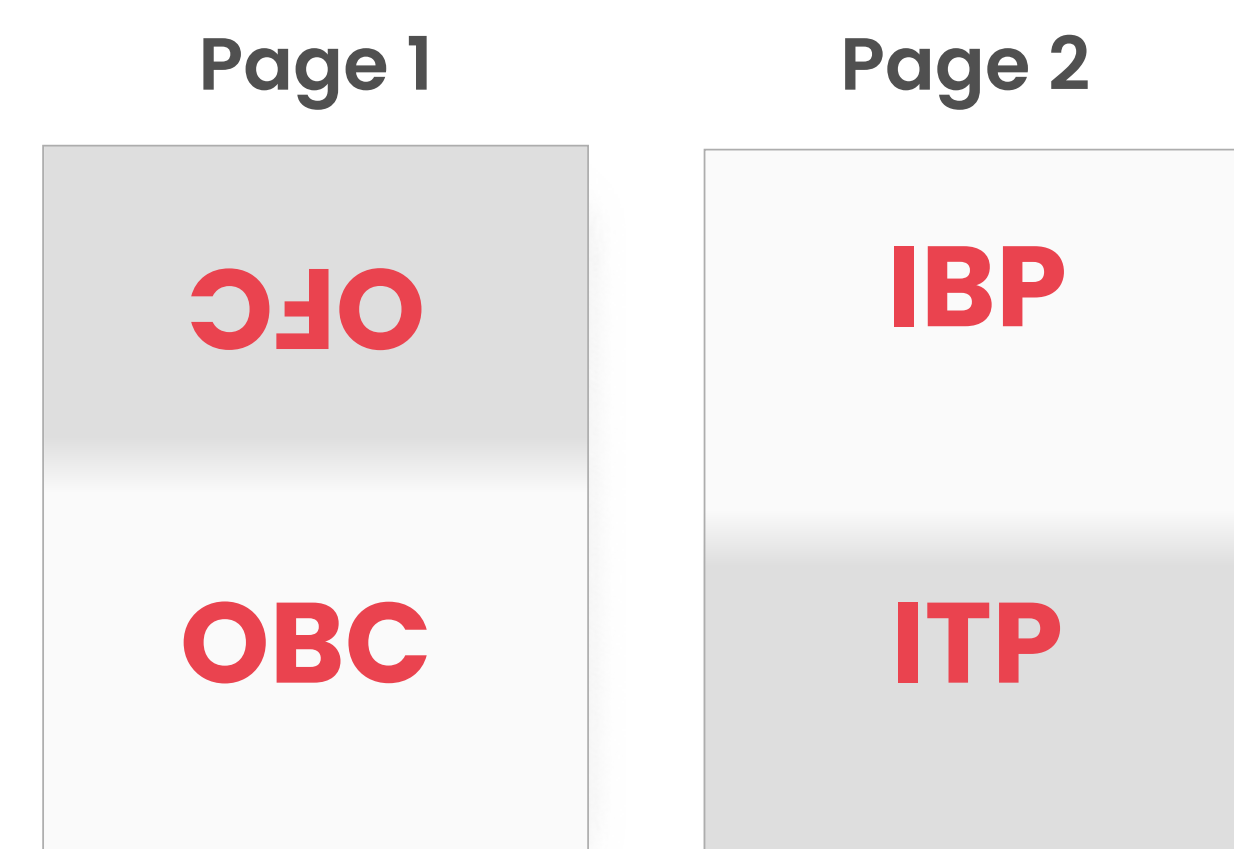
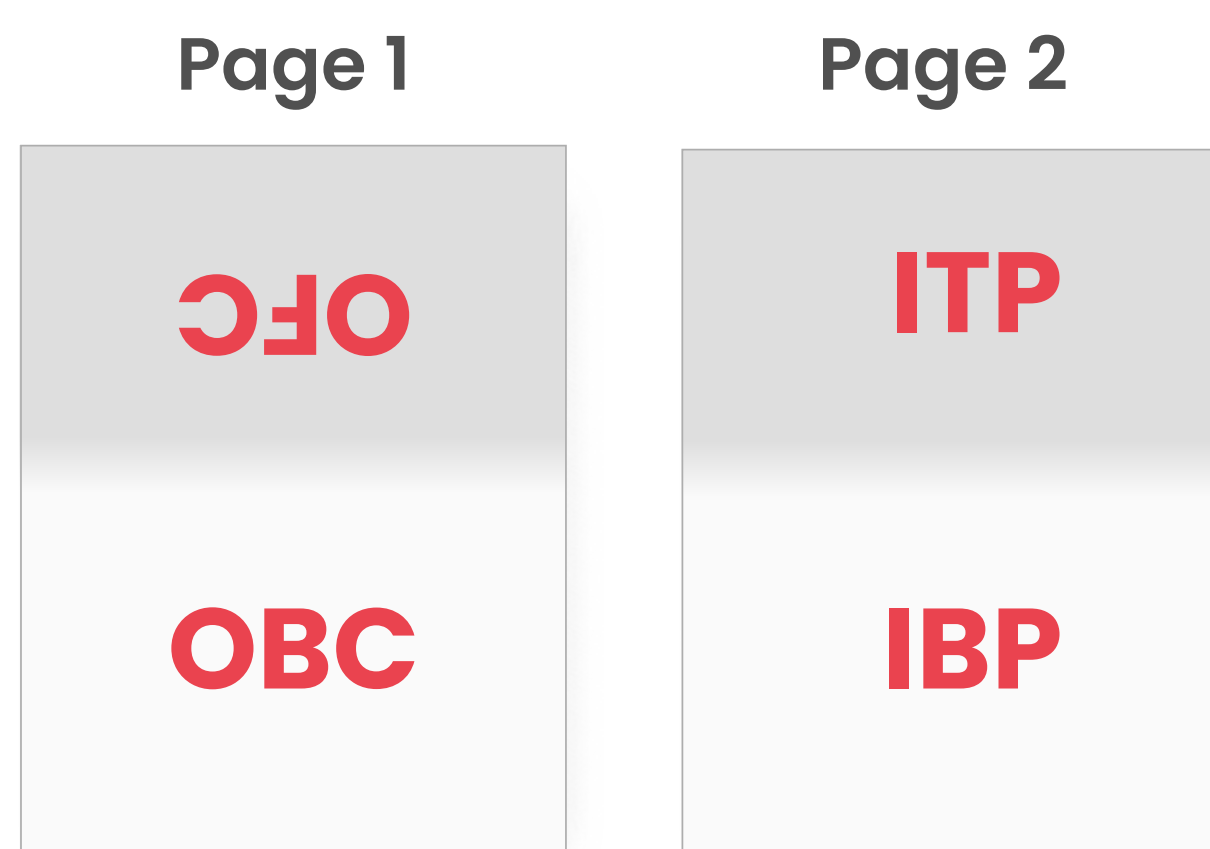
# Folding Artwork Orientation



## Proper Page Orientation

## Incorrect Page Orientation

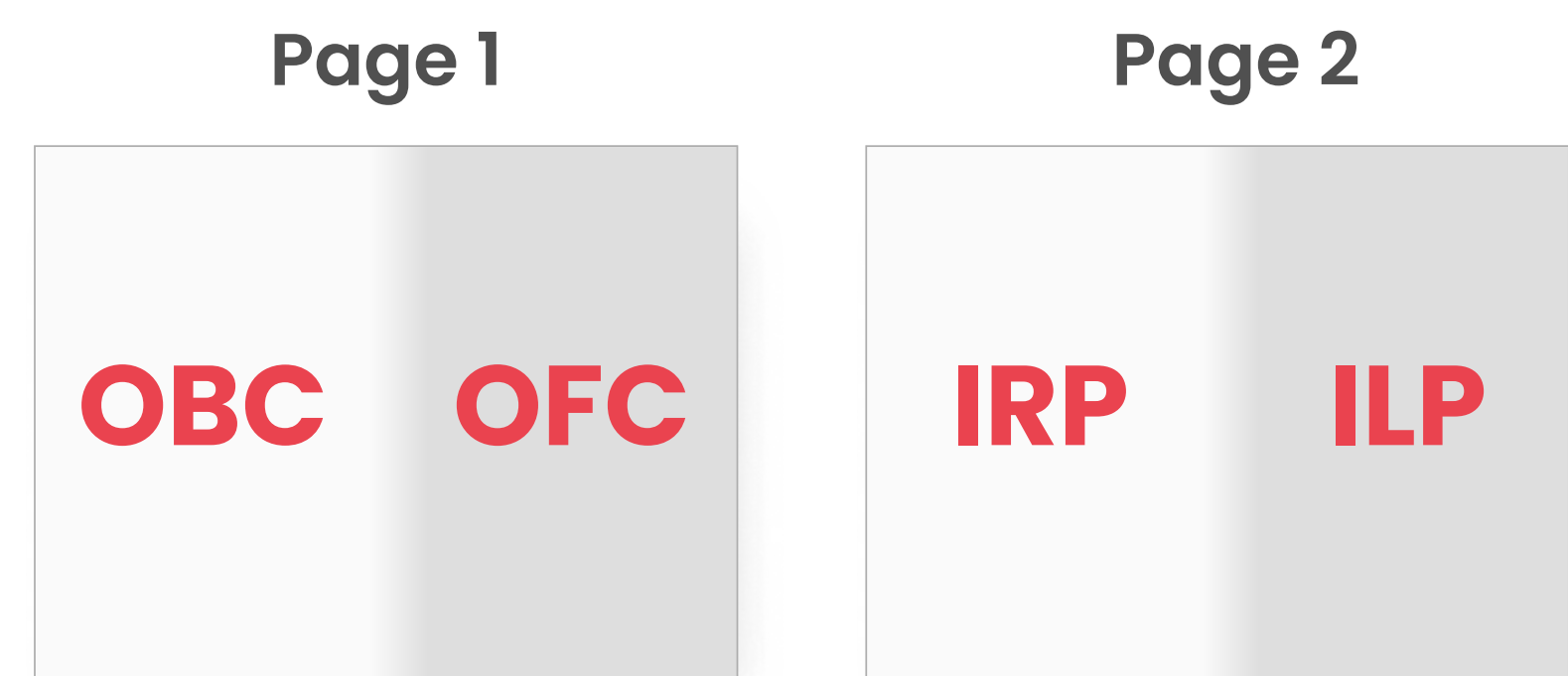
VERTICAL OPENING



VERTICAL OPENING



HORIZONTAL OPENING



### LEGEND

OFC	OBC	ITP	IBP	ILP	IRP
OUTSIDE FRONT COVER	OUTSIDE BACK COVER	INSIDE TOP PANEL	INSIDE BOTTOM PANEL	INSIDE LEFT PANEL	INSIDE RIGHT PANEL