FILE CREATION GUIDE

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This IngramSpark File Creation Guide details the requirements necessary for digital files uploaded into IngramSpark for both print-on-demand (POD) and eBook distribution. To download the latest copy, please log in to your IngramSpark account and click "HELP "on your dashboard. The IngramSpark File Creation guide contains much of the same information found in the Lightning Source File Creation Guide.   *v.6.0 (02/15/16)*

We sincerely thank you for your business!

FILE CREATION GUIDE

RESOURCES
ALL book types

INTRODUCTION

We're delighted that you've chosen IngramSpark as your content solution and distribution partner. We're committed to helping your content reach its destination. Ingram makes it easy for publishers to begin or expand their publishing strategy and reach more readers. Through our distribution services, your content is securely delivered to the world's most recognized retailers and libraries allowing you to reach more readers than ever before. Best of all, Ingram manages the complete process – all you have to do is upload your titles.

If you are NOT experienced in creating digital content or don't have access to book layout software we recommend enlisting the help of a professional book designer. We also recommend a professional copyeditor to review your book before delivering your raw files to a designer. Once you have a designer, supply them with this guide so they will format the files to our specifications.

If you feel confident you can create the required digital files yourself, it is a good idea to become familiar with this guide. This file creation guide will provide important information on how the files should be created to ensure they are processed as quickly and smoothly as possible. If you are an IngramSpark publisher and require assistance, you may get support by clicking HELP on the IngramSpark dashboard after you have logged into your account and submitting a ticket. Please allow 48 hours for a response from our IngramSpark support associates.

FILES REQUIRED FOR THE INGRAMSPARK PROGRAM

Print Distribution *to brick and mortar retailers, bookstores and libraries*

For every print title you will be uploading 2 PDF files:
• Complete Interior PDF* (formatted as .pdf)   +   Complete Cover PDF** (formatted as .pdf)

*Complete Interior PDF: you must provide one PDF of the complete interior of your book. Included in the PDF would be every page that you see when you open a physical copy of a book. This includes any blank pages whether they are numbered or not from beginning to end. Individual PDFs of each chapter or parts do not make a "complete" book.

**Complete Cover PDF: this means all the information (text and images) on the front cover, back cover, spine and flaps (if cover is a dust jacket) assembled into a single PDF. A PDF of the front cover alone is not a complete cover PDF.

eBook Distribution *to online e-retailers*

For every eBook title you will be uploading 2 files:
• Complete Interior EPUB (formatted as .epub)   +   Front Cover (formatted as .jpeg or .jpg)

CONTENT SUBMISSION ...

Content Review

IngramSpark does not conduct content reviews for typographical, grammatical or other related issues. Please be sure you are satisfied with your files before uploading. If you discover text or image errors within your file after your submission is complete you will be able to upload a revised file that will overwrite the previous file. Please be aware that there will be a $25 charge for all revised file uploads.

Once your files have been submitted you will be notified if there are technical errors or issues that would keep your files from being printed.

Content Submission Guidelines

Content submissions to IngramSpark must meet certain guidelines before they can be uploaded and processed. Content that is not submitted according to these rules will fail the ingestion process and will not be available for distribution.

The content submission rules include:

1. IngramSpark ingestion is fully automated. There is little or no human intervention as the files process through our system.
2. Files must be formatted and submitted according to the IngramSpark File Creation Guide.
3. All versions of a title must be supplied with a unique ISBN13 number. For example, the print *paperback* must be submitted under its own unique ISBN13 which is different from the print *hardback* edition. Likewise, the eBook edition would have its own unique ISBN13 that is different from the print editions.
4. When an updated or revised file is uploaded for a title already submitted to IngramSpark, the new version replaces the older version. The new file goes through the same ingestion process as the original and will be the version distributed to our retail partners for purchase or download.

New Title Submission Checklist

Below is a simple checklist to ensure you have all of the needed information on your book before you begin submitting your content to IngramSpark.

• Gather all needed metadata (book information) about your title. This includes the title, subtitle, description, subject categories, ISBNs, trim size and binding information on print titles, publication and on sale dates. All of this information will be entered when you click "Add a New Title" on the IngramSpark dashboard.

• Gather the content files (PDFs for print titles; EPUB and jpg files for eBook titles). You will upload these files after you have completed the metadata screens when setting up your title.

EBook File Submission Requirements

Ebook Interior File:
- EPUB (formatted as .epub)
- We follow the industry IDPF spec on EPUB formats. You can find more information at http://idpf.org/epub.
- All EPUBS must be compliant with the most up-to-date validation. You can use the following validation site to confirm compliance - http://validator.idpf.org/

EBook Cover File:
- File is of the front cover only
- Must be a .JPG File
- Minimum of 600 pixels along the longest axis, but it is preferred to be at least 700.
- All front covers must be RGB.

Note: If you have PDFs of the interior and cover, we will be able to convert to an EPUB and jpeg for a fee beginning in 2014.

Print-on-Demand (POD) File Submission Requirements
(powered by Lightning Source, Inc.)

- As previously stated, the digital file uploaded must be print ready and sent in accordance with the digital file submission instructions provided in this guide to ensure that no problems will be encountered during the manufacturing process.
- Due to the complexity of processing and printing COLOR Books, no manipulation/edits can be made by IngramSpark to any color book files submissioned. This includes (but is not limited to) color correction or manipulation of color settings.
- IngramSpark allows for a 1/16" (0.0625 in / 2 mm) variance for ALL books printed. Please keep this in consideration when designing interior and cover files for BLACK & WHITE / COLOR book titles.
- We cannot offer technical support with file creation or provide cover templates for any of the following programs:

<div align="center">

Microsoft Word* / Microsoft Publisher
Adobe PageMaker
QuarkXPress 6.5 & older versions
InDesign CS2 & older versions

</div>

*If using Microsoft Word: do not use the 'shortcut' button/icon in the toolbar to create a PDF of your text file. Create a PDF through the print dialogue box.

Fonts

ALL fonts must be embedded in PDF files. To confirm fonts are embedded open the PDF in Acrobat, select the File menu, then Properties. The fonts tab lists the names of all fonts in the file: (Embedded) or (Embedded Subset) should appear next to all fonts listed. If one of these tags is not listed, the font is not embedded. Files with unembedded fonts will be rejected and we will request a corrected file. Please note the default Acrobat 'Standard' setting does not embed base 14 fonts, and will cause a file to be rejected.

COVER TEMPLATE GENERATOR

Duplex cover option will appear when the correct options are chosen.

Available in limited perfect bound sizes see page 35

We highly recommend the use of our custom Cover Template Generator. This tool is located on your IngramSpark dashboard under "My Tools." Once you complete the required fields a cover template will be emailed to you along with instructions of how to complete your cover. Heavy traffic in requests may cause occasional delays so please allow up to 2 hours before resubmitting a template request or submitting a help ticket.

Important Notes about the Cover Template:

• The barcode may be moved to any location within the pink area of the back cover. The barcode is a live element within InDesign templates but part of the overall image if using a PDF or EPS. Depending on the software used, when using the PDF template the barcode can be copied and pasted onto a new layer with the appropriate tools.
• All covers submitted must include a barcode.
• Please do not resize the barcode.
• If using a **PDF** template, the pink and blue areas should be removed or covered before submitting a final file. If the pink & blue areas are visible in your cover design, they will show when book is produced.

FILE CREATION GUIDE

POD TEXT FILES

BLACK & WHITE TEXT : QUICK REFERENCE

The following are recommendations and specifications that you should know when laying out
text for a **BLACK & WHITE BOOKS**.

Resolution:	600 ppi for 1-bit black & white line art
	300 ppi for 8-bit grayscale continuous tone images
Color Space:	Grayscale
LPI (lines per inch):	106
Preferred file format:	PDF (.pdf) file - dimensions vary by trim size (see below)
Bleed:	**0.125"** (3 mm) except on bind side
PDF producer:	Acrobat Distiller, Export from InDesign
	PDF/X-1a:2001 or PDF/X-3:2002
Margins:	Recommended minimum **0.5"** (13 mm) on all sides.
File naming:	Single file naming: **isbn_txt.pdf** or **isbntxt.pdf**

PAGE SIZE/LAYOUT:

To determine the correct bleed size of your document with 0.125" bleed (added on the outer three page edges), please refer
to the below chart for assistance for your trim size.

BLEED CHART : US

TRIM SIZE		BLEED SIZE
4 x 6	=	4.125 x 6.25
4 x 7	=	4.125 x 7.25
4.25 x 7	=	4.375 x 7.25
4.37 x 7	=	4.5 x 7.25
4.72 x 7.48	=	4.845 x 7.73
5 x 7	=	5.125 x 7.25
5 x 8	=	5.125 x 8.25
5.06 x 7.81	=	5.185 x 8.06
5.25 x 8	=	5.375 x 8.25
5.5 x 8.25	=	5.625 x 8.5
5.5 x 8.5	=	5.625 x 8.75
5.83 x 8.27	=	5.955 x 8.52
6 x 9	=	6.125 x 9.25
6.14 x 9.21	=	6.265 x 9.46
6.625 x 10.25	=	6.75 x 10.5
6.69 x 9.61	=	6.815 x 9.86
7 x 10	=	7.125 x 10.25
7.44 x 9.69	=	7.565 x 9.94
7.5 x 9.25	=	7.625 x 9.5
8 x 8	=	8.125 x 8.25
8 x 10	=	8.125 x 10.25
8 x 10.88	=	8.125 x 11.125
8.25 x 10.75	=	8.375 x 11
8.25 x 11	=	8.375 x 11.25
8.268 x 11.693	=	8.393 x 11.943
8.5 x 8.5	=	8.625 x 8.75
8.5 x 9	=	8.625 x 9.25
8.5 x 11	=	8.625 x 11.25

BLEED CHART : UK, AUS

TRIM SIZE		BLEED SIZE
152 x 102	=	159 x 105
178 x 102	=	184 x 105
178 x 108	=	184 x 111
178 x 111	=	184 x 114
190 x 120	=	196 x 123
178 x 127	=	184 x 130
203 x 127	=	210 x 130
198 x 129	=	205 x 132
203 x 133	=	210 x 137
210 x 140	=	216 x 143
216 x 140	=	222 x 143
210 x 148	=	216 x 151
229 x 152	=	235 x 156
234 x 156	=	240 x 159
260 x 168	=	267 x 171
244 x 170	=	250 x 173
254 x 178	=	260 x 181
246 x 189	=	252 x 192
235 x 191	=	241 x 194
203 x 203	=	210 x 206
254 x 203	=	260 x 206
276 x 203	=	283 x 206
273 x 210	=	279 x 213
280 x 210	=	286 x 213
297 x 210	=	303 x 213
216 x 216	=	222 x 219
229 x 216	=	235 x 219
280 x 216	=	286 x 219

• **ALL FONTS** must be embedded in all PDF files. Please refer to the FONTS section on page 6 for information to confirm if your file has embedded fonts.

• **MARGINS/safety:** It is recommended that you provide a minimum of **0.5" (13 mm)** margin on all sides of your text block. IngramSpark allows for **1/16" (0.0625 in / 2 mm)** variance in printing. If text/images are too close to trim edges, they could be cut in the printing and binding process.

• **BLEED:** B&W interiors can be submitted *with* or *without* bleed**.**
A file without bleed may be submitted at the **actual trim size**. Page items should have adequate white margins.
A file with bleed should be submitted with the **required 0.125"** (3 mm) added to the **three trim edges (*top, bottom, outside*)**. **Please do not add bleed to the bind (gutter) edge as this will cause incorrect positioning**.

• **CROP MARKS:** Please do not include crop / printer / registration marks in a file. These are not necessary for IngramSpark's workflow. Marks included in a file could show up in printed copies.

• **SPREADS/FORMAT:** We cannot accept files in spread format (2-up per page). Files should be sent as 1-up (single-page format) and submitted as one PDF that contains all of the pages.

• **PAGE COUNT / LAST PAGE:** All text files will be processed and stored in an even numbered page count (divisible by 2). The publisher should end text files of a book without padding pages and IngramSpark will add any additional pages necessary.

The final page of all printed copies must be completely blank and is reserved for a check barcode and information for IngramSpark. IngramSpark will add a blank page if necessary.

• **SPOT COLORS/ICC PROFILES:** Please do not include Spot colors or ICC profiles in your file as these can produce unexpected results during processing. ICC profiles applied to 100% black text often convert to a shade or percentage of gray (less than 100% black). This will result in text in your book that is not solid black. If text is intended to appear as solid black, including Spot colors or ICC profiles can cause delays in receiving a correct proof.

• **REVISIONS:** When sending a revision file, please make sure to send your **entire** file. Partial revisions (i.e. single-page changes) will cause your interior to process incorrectly.

COLOR TEXT : QUICK REFERENCE

The following are specifications that you should know when laying out **text** for any of the following:

STANDARD COLOR / STANDARD 70/105 or PREMIUM COLOR

Resolution:	300 ppi
Color Space:	CMYK
LPI (lines per inch) :	**175 visual –** STANDARD COLOR / STANDARD 70/105 **180 –** PREMIUM COLOR
Required file format:	PDF (.pdf) file – dimensions vary by trim size (see below)
PDF producer:	Acrobat Distiller, Export from InDesign **PDF/X-1a:2001 or PDF/X-3:2002**
Bleed:	**0.125"** (3 mm) except on bind side
Margins:	Recommended minimum **0.5"** (13 mm) on all sides.

PAGE SIZE/LAYOUT:

To determine the correct bleed size of your document with 0.125" bleed (added on the three trim edges), please refer to the below chart for assistance for your trim size.

Trim sizes highlighted in:

All sizes available in **STANDARD COLOR / STANDARD 70/105**
Sizes in light blue also available in **PREMIUM COLOR**

BLEED CHART : US

TRIM SIZE		BLEED SIZE
4 x 6	=	4.125 x 6.25
4 x 7	=	4.125 x 7.25
4.25 x 7	=	4.375 x 7.25
4.37 x 7	=	4.5 x 7.25
4.72 x 7.48	=	4.845 x 7.73
5 x 7	=	5.125 x 7.25
5 x 8	=	5.125 x 8.25
5.06 x 7.81	=	5.185 x 8.06
5.25 x 8	=	5.375 x 8.25
5.5 x 8.25	=	5.625 x 8.5
5.5 x 8.5	=	5.625 x 8.75
5.83 x 8.27	=	5.955 x 8.52
6 x 9	=	6.125 x 9.25
6.14 x 9.21	=	6.265 x 9.46
6.625 x 10.25	=	6.75 x 10.5
6.69 x 9.61	=	6.815 x 9.86
7 x 10	=	7.125 x 10.25
7.44 x 9.69	=	7.565 x 9.94
7.5 x 9.25	=	7.625 x 9.5
8 x 8	=	8.125 x 8.25
8 x 10	=	8.125 x 10.25
8 x 10.88	=	8.125 x 11.125
8.25 x 10.75	=	8.375 x 11
8.25 x 11	=	8.375 x 11.25
8.268 x 11.693	=	8.393 x 11.943
8.5 x 8.5	=	8.625 x 8.75
8.5 x 9	=	8.625 x 9.25
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BLEED CHART : UK, AUS

TRIM SIZE		BLEED SIZE
152 x 102	=	159 x 105
178 x 102	=	184 x 105
178 x 108	=	184 x 111
178 x 111	=	184 x 114
190 x 120	=	196 x 123
178 x 127	=	184 x 130
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203 x 133	=	210 x 137
210 x 140	=	216 x 143
216 x 140	=	222 x 143
210 x 148	=	216 x 151
229 x 152	=	235 x 156
234 x 156	=	240 x 159
260 x 168	=	267 x 171
244 x 170	=	250 x 173
254 x 178	=	260 x 181
246 x 189	=	252 x 192
235 x 191	=	241 x 194
203 x 203	=	210 x 206
254 x 203	=	260 x 206
276 x 203	=	283 x 206
273 x 210	=	279 x 213
280 x 210	=	286 x 213
297 x 210	=	303 x 213
216 x 216	=	222 x 219
229 x 216	=	235 x 219
280 x 216	=	286 x 219

COLOR TEXT : REQUIREMENTS

STANDARD COLOR / STANDARD 70/105 or PREMIUM COLOR

SUBMISSION :

Text files must be submitted as a single PDF file.

• **SPREADS/FORMAT:** We cannot accept files that are setup in spread format (2-up per page). Files should be setup as 1-up (single page format) and submitted as one PDF that contains all pages.

• **CROP MARKS:** Please do not include crop / printer / registration marks in a file. These are not necessary and may show in the printed copies.

• **MARGINS/SAFETY:** A 0.5" (13 mm) margin is recommended inside the trim for color book interiors. All headers, footers, page numbers, body text and all non-bleed images need to remain in those margins. Any elements outside of the safety areas are at risk of being trimmed.

We recommend a 0.125" (3 mm) white strip within the trim area, on the bind side of the page, for perfect bound and hardcover books: this is in addition to the recommended 0.5" margin. Images and backround color should stop 0.125" (3 mm) from the trim edge of the page. The white strip is not necessary on Saddle Stitch interiors.

• **BLEED: COLOR** interiors can be submitted *with* or *without* bleed**.**
A file without bleed may be submitted at the **actual trim size**. Page items should have adequate white margins.
A file with bleed should be submitted with the **required 0.125" (3mm)** added to the **three trim edges (*top, bottom, outside*)**. **Please do not add bleed to the bind (gutter) edge as this will cause incorrect positioning**.

• **PAGE COUNT / FINAL PAGE:** All text files will be processed and stored in an even numbered page count (divisible by 2). The publisher should end text files of a book without padding pages and IngramSpark will add any additional pages necessary.

The final page of all submissions must be completely blank and is reserved for a check barcode and information for IngramSpark. IngramSpark will add a blank page if necessary.

• **REVISIONS:** When sending a revision file, please make sure to send your **entire** file. Partial revisions (i.e. single-page changes) will cause your interior to process incorrectly.

COLOR:

All images in a text file must be CMYK. Images that are less than 72 ppi will be rejected for higher-resolution submissions. (Resolutions this low are considered too low in quality for printing)

• **BODY TEXT:** For best results for text that is 24 pt. or below, please use 100% black only.

• **BLACK/RICH BLACK/DENSITY:** We recommend a rich black with CMYK values = *60% Cyan / 40% Magenta / 40% Yellow / and 100% Black*. CMYK total value should **not** exceed **240%**. Elements should **not** be built in 'Registration' (100% of all colors). **Files sent with densities higher than 240% may be rejected for correction.**

A file with density greater than 240% may process and print without rejection. If files with a density over 240% encounter print issues in future orders, IngramSpark will require a corrected file before proceeding.

• **SPOT COLORS:** Please convert all spot colors (PMS / PANTONE) with/without transparencies to CMYK, (even in supporting .eps files). These may produce unexpected color results when printing. Any dissatisfaction with color shift will be the publisher's responsibility to correct.

PERFORATION REQUIREMENTS
**(ONLY available in Standard Color 50# for 6 x 9, 7 x 10, 7.5 x 9.25, 8 x 10, 8.5 x 11)**

Inside Margin: **Recommended minimum 1" (25 mm)**
Margins: **Recommended minimum 0.5" (13 mm) on outer three edges.**

PREMIUM COLOR : BIND TYPE INFORMATION

Saddle-stitch titles: **1-47 pages of content / 4-48 total page count**
   processed/printed with page counts divisible by 4

Perfect bound titles: **17-899 pages of content / 18-900 total page count**
Hardcover titles: **17-839 pages of content / 18-840 total page count**
   processed with page counts divisible by 2
   printed with page counts divisible by 4

TEXT SETUP : **BLACK AND WHITE**
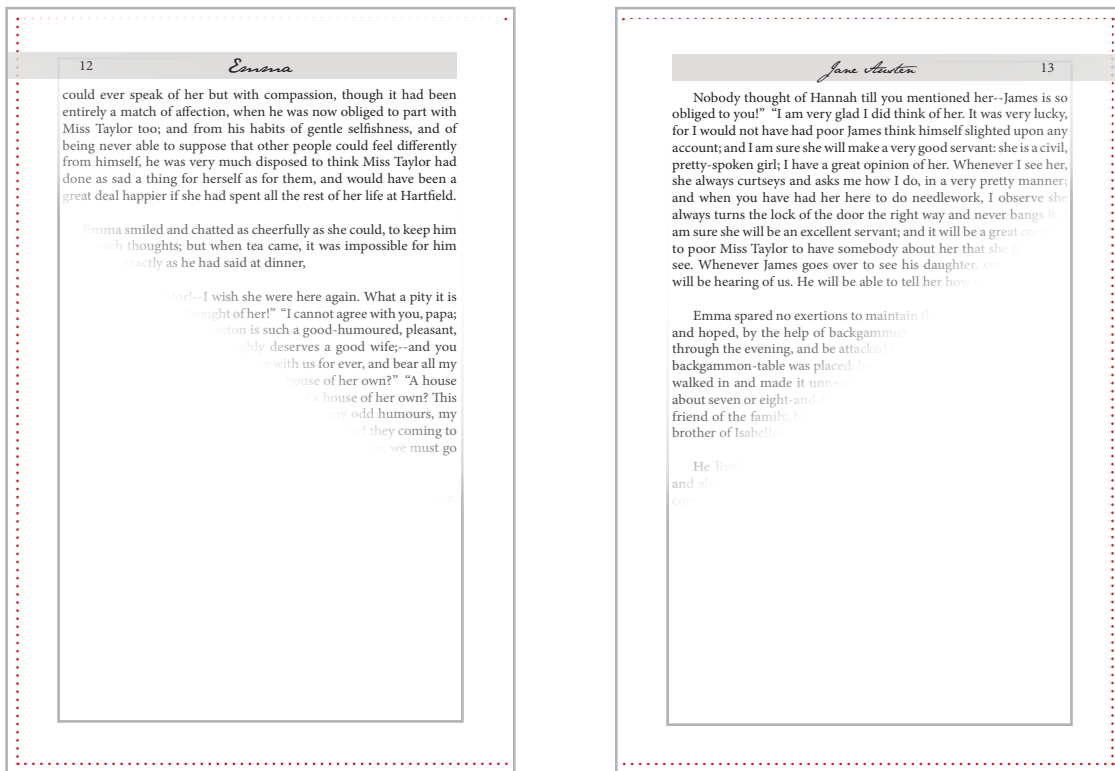
Above spreads are setup as an example of black and white interiors with bleed.
The inside gray box represents the .5" (13 mm) margins and the trim lines are represented by dotted red lines.
If submitting an interior without bleed, please build pages to exact trim size.

Layout and Margins

When laying out a black and white, non-bleed interior, the pages should be built to reflect the final trim size of the book (i.e. 6x9"). Within the document a margin of 0.5" (13 mm) is recommended and headers, footers, page numbers, body text and all images should remain within those margins.

When creating a black and white interior **with bleed**, create your document to the correct trim size and add an additional 0.125" (3 mm) to the **three trim edges** of the page. **Please do not add bleed to the bind (gutter) edge of the page.**

Single Pages

When creating your *final* PDF file for submission, please ensure the file is created in a single-page format, and spreads are turned off/deselected.

Resolution

For best results, images should be of a good quality and have high resolution for printing. Continuous tone images are recommended for submission as 8-bit, grayscale. Black-and-white images are recommended for submission as 1-bit, black-and-white.

Grayscale

For best results, all images should be converted to grayscale before submitting. Images submittted in a file as RGB or CMYK will be converted to grayscale when printing–this can sometimes cause a color shift. Any dissatisfaction with color shift will be the publisher's responsibility to correct.
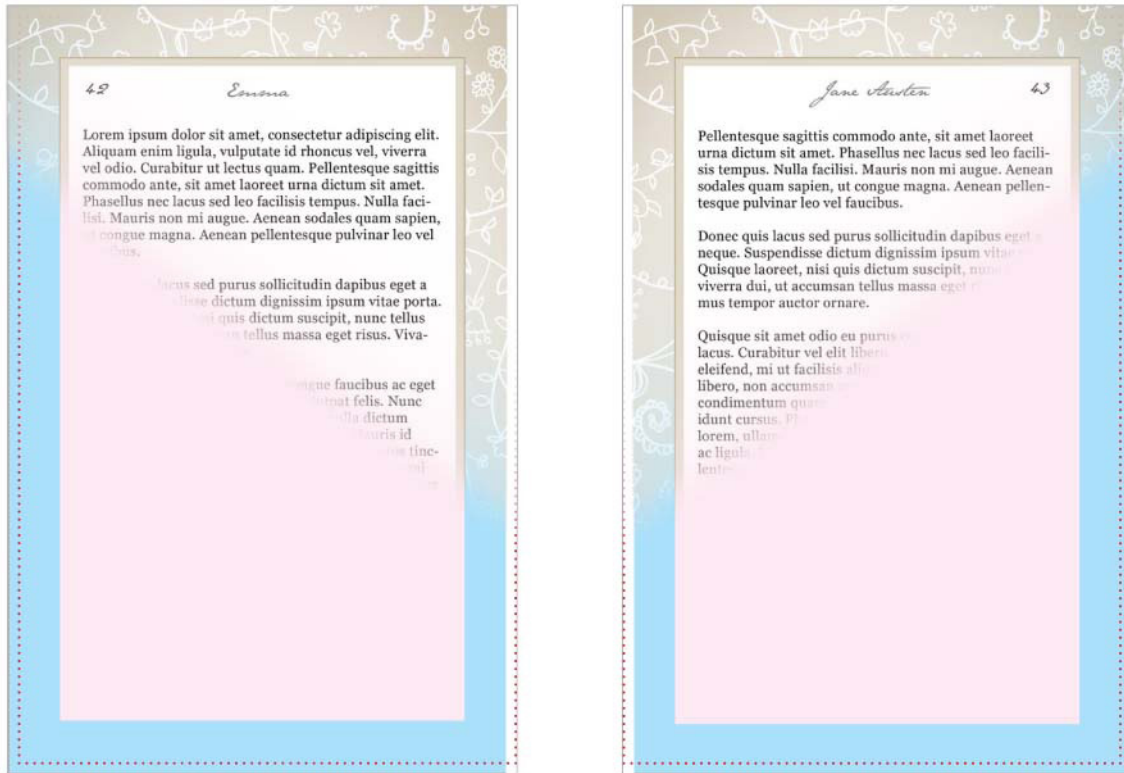
Above spreads are setup as an example of perfect bound & hardcover interiors.
Saddle stitch interiors do not require a white gutter margin.

The above example of a color interior spread is built with colored sections representing the different areas and how each are to be treated.

Blue (Bleed) Area / Overall Document Size
To determine the final bleed size of your page use the following equation:

Final Width = Width of book + 0.125" (3 mm) bleed on trim side. *No additional bleed is added to the bind edge.*
Final Height = Height of book + 0.125" (3 mm) bleed on top + 0.125" (3 mm) bleed on bottom.

For example a 6x9" (229x152mm) book will have a final interior size of 6.125" (156 mm) wide x 9.25" (235 mm) tall.

If using a background color or image please take those elements to the edge of the bleed area.

Pink (Safety) Area
A 0.5" (13 mm) margin is recommended inside the trim for color book interiors. All headers, footers, page numbers, body text and all non-bleed images need to remain in those margins. Any elements outside of the safety areas are at risk of being trimmed.

We recommend a 0.125" (3 mm) white strip within the trim area, on the bind side of the page, for perfect bound and hardcover books: this is in addition to the recommended 0.5" margin. Images and backround color should stop 0.125" (3 mm) from the trim edge of the page. The white strip is not necessary on Saddle Stitch interiors.

Red (Trim) Dotted Line
The dotted red line shown above gives an idea of how the book will be trimmed. The book will be trimmed .125" (3 mm) on three sides. The bind side will not be trimmed.

TEXT SETUP : PERFORATION, STANDARD COLOR 50#

Perforated interiors are produced with a tiny line of perforation that allows for pages to easily be removed from the book. Perforations are available in Standard Color (50# only) in limited trim sizes.

This example of a perforated interior page is built with colored sections representing the different areas and how each are to be treated.

The example page has been layered to allow for the colored boxes to be visible.
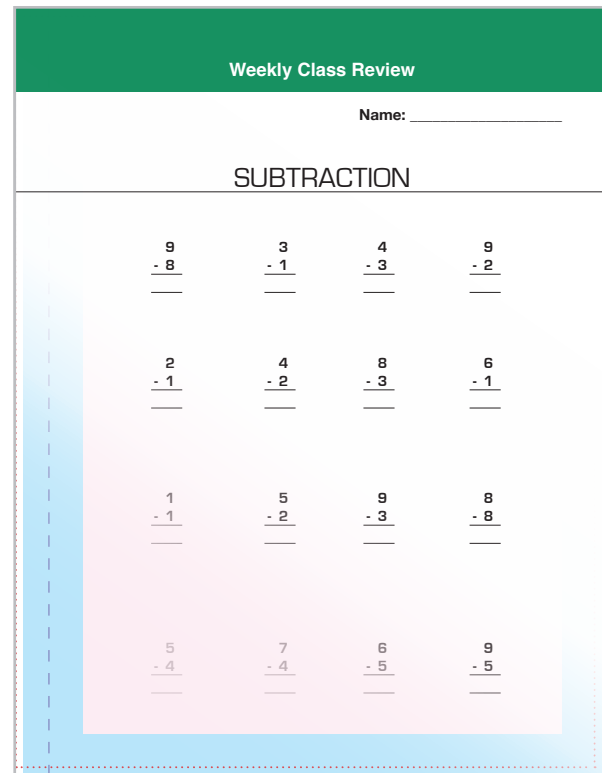
Above page is setup as an example of a right hand perforated page. A left hand page should be created with measurements reversed.

Blue (Bleed) Area / Overall Document Size
To determine the final bleed size of your page use the following equation:

Final Width = Width of book + 0.125" (3 mm) bleed on trim side. *No additional bleed is added to the bind edge.*
Final Height = Height of book + 0.125" (3 mm) bleed on top + 0.125" (3 mm) bleed on bottom.

For example a 6x9" (229x152mm) book will have a final interior size of 6.125" (156 mm) wide x 9.25" (235 mm) tall.

If using a background color or image please take those elements to the edge of the bleed area.

Pink (Safety) Area
A 0.5" (13 mm) margin is recommended on the 3 trim edges and a 1" (25.4 mm) margin on the bind edge of perforated interiors. All headers, footers, page numbers, body text and all non-bleed images need to remain in those margins. Any elements outside of the safety areas are at risk of being trimmed.

We recommend a 0.125" (3 mm) white strip within the trim area, on the bind side of the page, for perfect bound and hardcover books: this is in addition to the recommended 1" margin. Images and backround color should stop 0.125" (3 mm) from the trim edge of the page. The white strip is not necessary on Saddle Stitch interiors.

Red (Trim) Dotted Line
The dotted red lines shown above gives an idea of how the book will be trimmed. The book will be trimmed .125" (3 mm) on three sides. The bind side will not be trimmed.

Purple (Perforation) Dashed Line
The purple dashed line represents the placement of the perforation. This line is .5" (13 mm) from the bind edge of the page. We recommend that you inset your inside margin an ADDITIONAL .5" (13 mm) from this line. Bleed elements should extend beyond the perforation line.

FILE CREATION GUIDE

POD COVER FILES

COVER : QUICK REFERENCE

The following are recommendations and specifications that you should know when laying out **cover** for **all POD book types**.

Resolution:	300 ppi
Color Space:	CMYK
LPI (lines per inch):	180
Required file format:	PDF (.pdf) file (cover size will vary by trim size) **SIMPLEX:** 1-page PDF **DUPLEX:** 2-page PDF (**Perfect Bound ONLY, limited trim sizes**)
PDF producer:	Acrobat Distiller–**PDF/X-1a:2001, PDF/X-3:2002** Export from InDesign–**PDF/X-1a:2001**, **PDF/X-3:2002**
Bleed:	**0.125"** (3 mm) all sides
Type Safety:	**0.25"** (6 mm) recommended minimum on all sides
Spine Type Safety:	**0.0625"** (2 mm) left/right sides for spines 0.35" and larger **0.03125"** (1 mm) left/right sides for spines smaller than 0.35" **NO** spine text for page counts below **48**
Duplex Inside Spine Safety:	spine width must be left blank + additional 0.0625" (2mm) on each side of the spine *Spark reserves the right to place a white "no-ink" area over the inside spine + additional 0.0625" area on each side of the spine*

COVER : REQUIREMENTS

SUBMISSION:

• **PDF COMPLIANCE:** Files should be **PDF/X-1a:2001** or **PDF/X-3:2002** compliant. The **PDF/X-1a:2001** setting is found in the Professional versions of Adobe Acrobat 6 or above (listed as **PDF/X-1a** in Acrobat 6 Professional). The **PDF/X-3:2002** setting is found in the Professional versions of Adobe Acrobat 7 or above.

• **TEMPLATE:** IngramSpark offers a custom template generator tool under the "My Tools" section of the website. We strongly recommend that all covers are built on a custom IngramSpark template to ensure accuracy.

Use of the Lightning Source POD template is not compatible with the IngramSpark workflow and should not be used.

• **BARCODES:** mandatory on all covers. Barcodes on IngramSpark cover templates **CAN** be **moved or repositioned** on the back cover, but p**lease do not resize the barcode.**
     –Barcodes created by the publisher should be **100% black only**, and placed on a white box/background.
     –IngramSpark will not add barcodes to submitted covers. The publisher will need to supply
     a barcode on all covers. Barcodes are available with IngramSpark templates.

• **BLEED: 0.125"** (3 mm) bleed is required on all four sides. Graphics, illustrations, and color intended to print past the edge of a cover should bleed a full 0.125" past the final trim size.

• **SPINE: NO** spine text is allowed for books with page counts below **48**.

• **MARGINS: 0.25"** (6 mm) recommended margin on all sides from final trim size. IngramSpark templates allow down to 0.125" (3 mm) safety. This applies to non-bleeding text & art.

COLOR:

All images in a cover file must be CMYK. Images that are less than 200 ppi are considered to low in quality for printing and may be rejected for higher-resolution submissions.
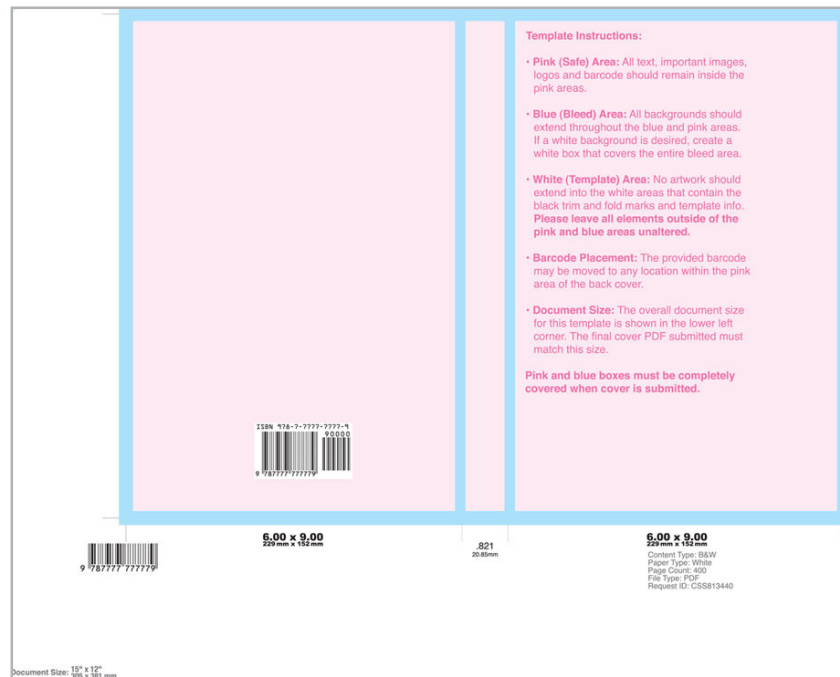
• **BODY TEXT:** For best results for text that is 24 pt. or below, please use 100% black only.

• **BLACK/RICH BLACK/DENSITY:** We recommend a rich black with CMYK values = *60% Cyan / 40% Magenta / 40% Yellow / and 100% Black*. CMYK total value should **not** exceed **240%**. Elements should not be built in 'Registration' (100% of all colors).

A file with density greater than 240% may process and print without rejection. If files with a density over 240% encounter print issues in future orders, IngramSpark will require a corrected file before proceeding.

• **SPOT COLORS/RGB:** Please convert all spot colors (PMS / PANTONE) with/without transparencies to CMYK, (even in supporting .eps files). ***Note:** RGB files received will be converted to CMYK before printing. RGB / spot color with/without transparency may produce unexpected color results when printing.
Any dissatisfaction with color shift will be the publisher's responsibility to correct.

COVER SETUP : PERFECT BOUND, SIMPLEX

Template Instructions:

· **Pink (Safe) Area:** All text, important images, logos and barcode should remain inside the pink areas.

· **Blue (Bleed) Area:** All backgrounds should extend throughout the blue and pink areas. If a white background is desired, create a white box that covers the entire bleed area.

· **White (Template) Area:** No artwork should extend into the white areas that contain the black trim and fold marks and template info. **Please leave all elements outside of the pink and blue areas unaltered.**

· **Barcode Placement:** The provided barcode may be moved to any location within the pink area of the back cover.

· **Document Size:** The overall document size for this template is shown in the lower left corner. The final cover PDF submitted must match this size.

Pink and blue boxes must be completely covered when cover is submitted.

ISBN 978-7-7777-7777-9
90000

6.00 x 9.00
229 mm x 152 mm

.821
20.85mm

6.00 x 9.00
229 mm x 152 mm
Content Type: B&W
Paper Type: White
Page Count: 400
File Type: PDF
Request ID: CSS813440

Document Size: 15" x 12"
305 x 381 mm

Pink (Safe) Area

All text, important images, logos and the barcode should all remain inside the pink area. This area lies 0.125" (3 mm) inside of the trim area and spine fold area and is safe from being trimmed / wrapped when the book is produced. ***For the best results on the front and back covers, IngramSpark recommends keeping text an additional 0.125" (3 mm) inside of the pink safety boxes (for a full 0.25" / 6 mm safety).**

Blue (Bleed) Area

The bleed area is the area which extends 0.125" (3 mm) beyond the trim lines and on each side of the spine. All background color / images should extend thoughout this area. Please note that any important images and text within the blue areas are at risk of being trimmed or caught within the fold.

White (Template) Area

The template area also contains trim marks, fold marks, book size and spine width information and a barcode for internal use. Please leave all elements outside of the pink and blue areas unaltered.
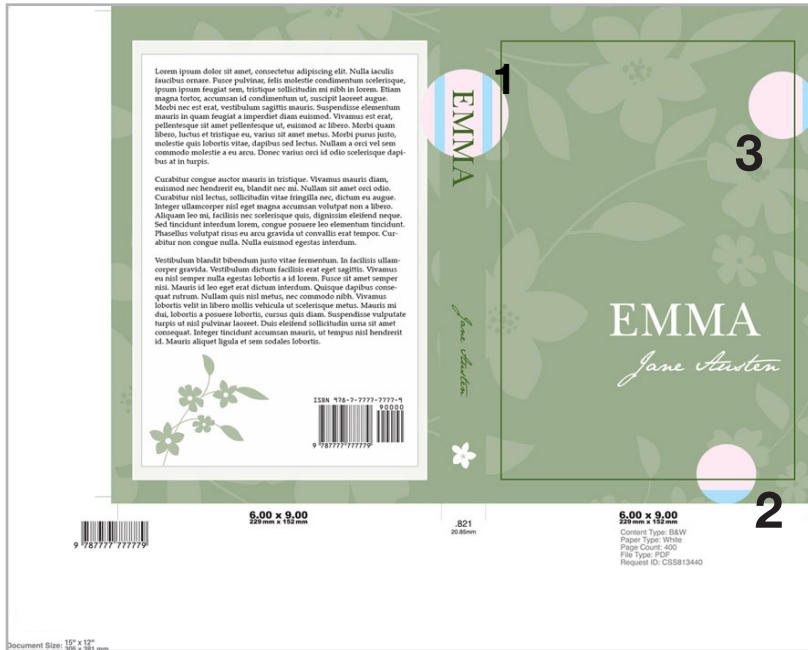
Barcode Placement

The barcode may be moved to any location within the pink area of the back cover. The barcode is a live element within InDesign templates but part of the overall image if using a PDF or EPS. Depending on the software used, when using the PDF or EPS template the barcode can be copied and pasted onto a new layer with the appropriate tools. Barcodes are mandatory on all covers.

Template Size

Templates are created and distributed at a specific size. This size is listed at the bottom left of the template and should remain at that size when opening, designing upon and creating a PDF from. Additional crop marks and/ or additional canvas size should not be added.

Pink and blue boxes must be completely covered when cover is submitted.

COVER SETUP : PERFECT BOUND, SIMPLEX

## Additional information about using a template

1) Spine safety area
If the cover has a spine width greater than 0.35" (9 mm), the spine safety is 0.0625" (2 mm). If the spine width is less than 0.35" (9 mm) the spine safety is 0.03125" (1mm). The pink box presented on the template will reflect the correct safety size. Books with a page count below 48 pages contain spine text.

2) Bleed elements
Elements needing to go to the edge of the cover should be taken beyond the pink safety area and to the far edge of the blue bleed area. All nonbleed elements need to remain in the pink safety area.

3) Borders and straight lines
IngramSpark does not recommend using borders close to the trim / fold areas of the books. This is because of the slight variances that may occur during the printing and binding process. If you choose to use a border please keep all straight edges an additional 0.125" (3 mm) inside of the pink safety areas.
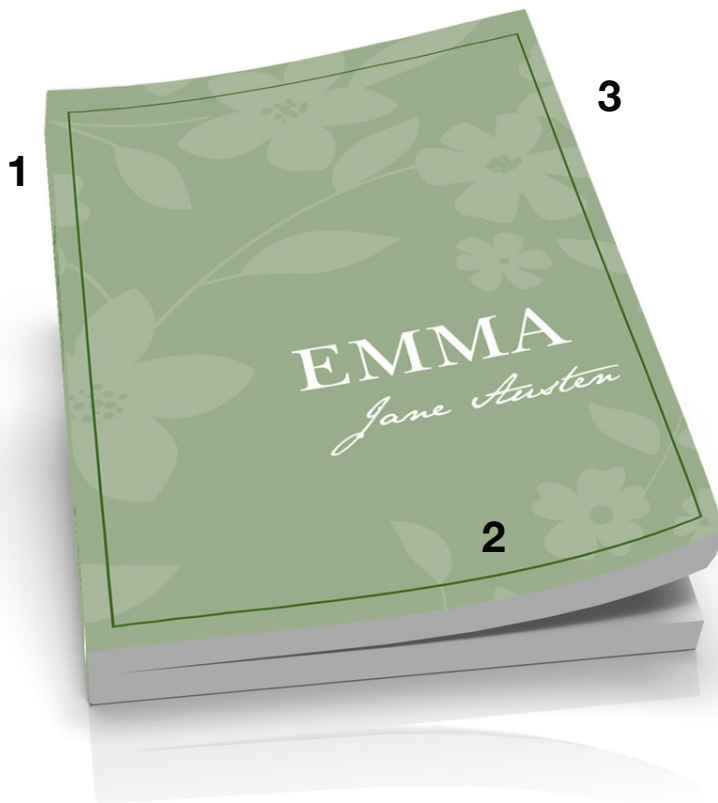
COVER SETUP : PERFECT BOUND, DUPLEX
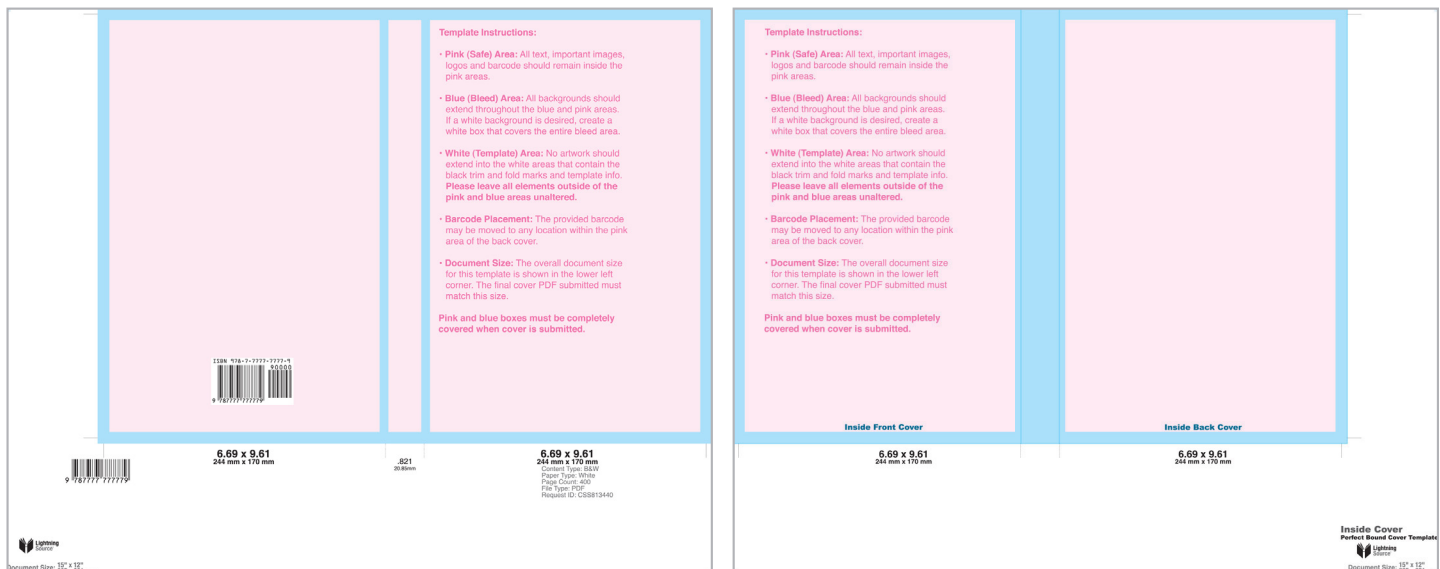
First page of the template - Outside Cover

Second page of the template - Inside Cover

Pink (Safe) Area

All text, important images, logos and the barcode should all remain inside the pink area. This area lies 0.125" (3 mm) inside of the trim area and spine fold area and is safe from being trimmed / wrapped when the book is produced. ***For the best results on the front and back covers, LSI recommends keeping text an additional 0.125" (3 mm) inside of the pink safety boxes (for a full 0.25" / 6 mm safety).**

Blue (Bleed) Area

The bleed area is the area which extends 0.125" (3 mm) beyond the trim lines and on each side of the spine. All background color / images should extend thoughout this area. Please note that any important images and text within the blue areas are at risk of being trimmed or caught within the fold.

White (Template) Area

The template area also contains trim marks, fold marks, book size and spine width information and a barcode for internal use. Please leave all elements outside of the pink and blue areas unaltered.

Barcode Placement

The barcode may be moved to any location within the pink area of the back cover. The barcode is a live element within InDesign templates but part of the overall image if using a PDF or EPS. Depending on the software used, when using the PDF or EPS template the barcode can be copied and pasted onto a new layer with the appropriate tools.

Template Size

Templates are created and distributed at a specific size. This size is listed at the bottom left of the template and should remain at that size when opening, designing upon and creating a PDF from. Additional crop marks and/ or additional canvas size should not be added.

No Ink Area - Inside Spine

For the inside cover, the spine area and .0625" (2mm) on each side of the spine must be white and contain no color. This will allow for proper adhesion when the book is produced. Lightning Source reserves the right to place a white, no-ink area over the inside spine if color is present.

Pink and blue boxes must be completely covered when cover is submitted.

COVER SETUP : PERFECT BOUND, DUPLEX
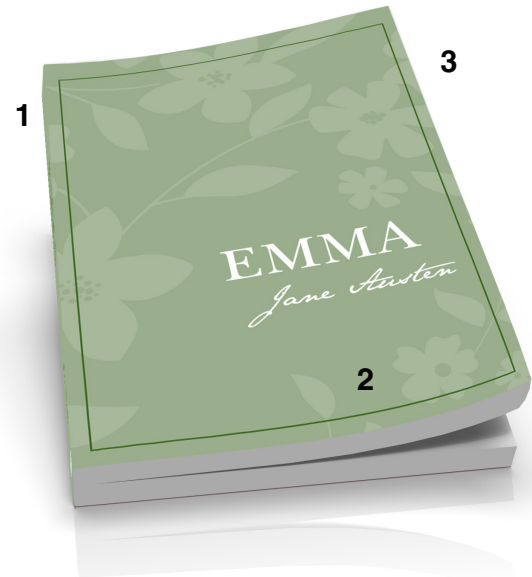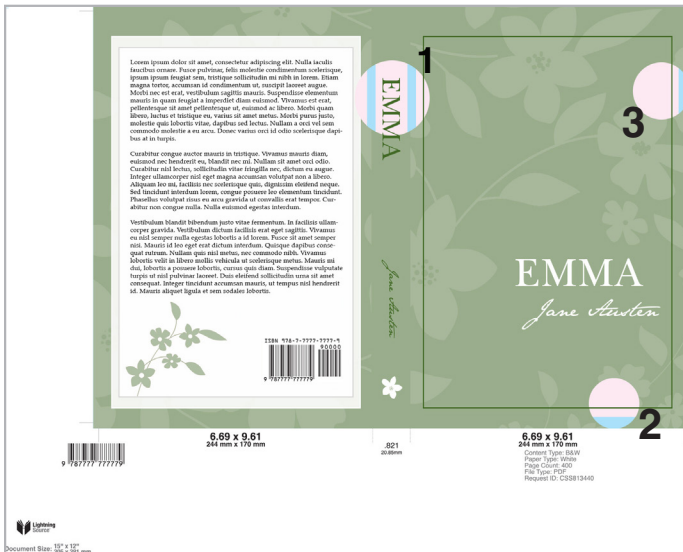
Additional information about using a template

1) Spine safety area
If the cover has a spine width greater than 0.35" (9 mm), the spine safety is 0.0625" (2 mm). If the spine width is less than 0.35" (9 mm) the spine safety is 0.0325" (1mm). The pink box presented on the template will reflect the correct safety size. Books with a page count of 48 pages or less cannot contain spine text.

2) Bleed elements
Elements needing to go to the edge of the cover should be taken beyond the pink safety area and to the far edge of the blue bleed area. All nonbleed elements need to remain in the pink safety area.

3) Borders and straight lines
Lightning Source does not recommend using borders close to the trim / fold areas of the books. This is because of the slight variances that may occur during the printing and binding process. If you choose to use a border please keep all straight edges an additional 0.125" (3 mm) inside of the pink safety areas.

4) No Ink - Inside Spine
To allow for proper adheasion when the book is bound, the inside spine area and .0625" (2mm) on each side of the spine must be white and contain no color. Lightning Source reserves the right to place a white, no-ink area over the inside spine if color is present.
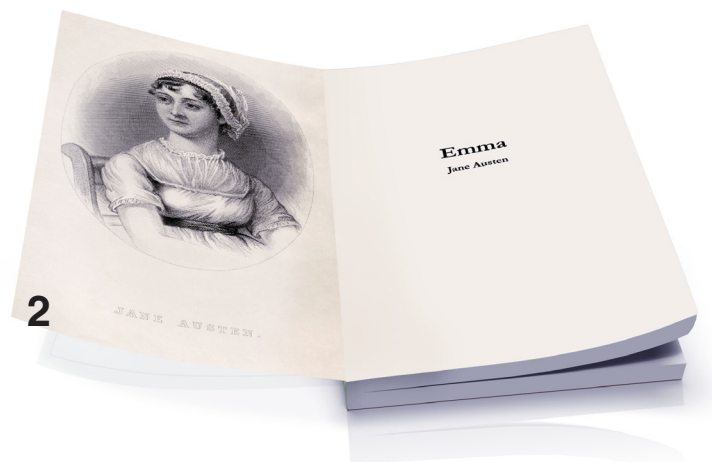
COVER SETUP : CASEBOUND
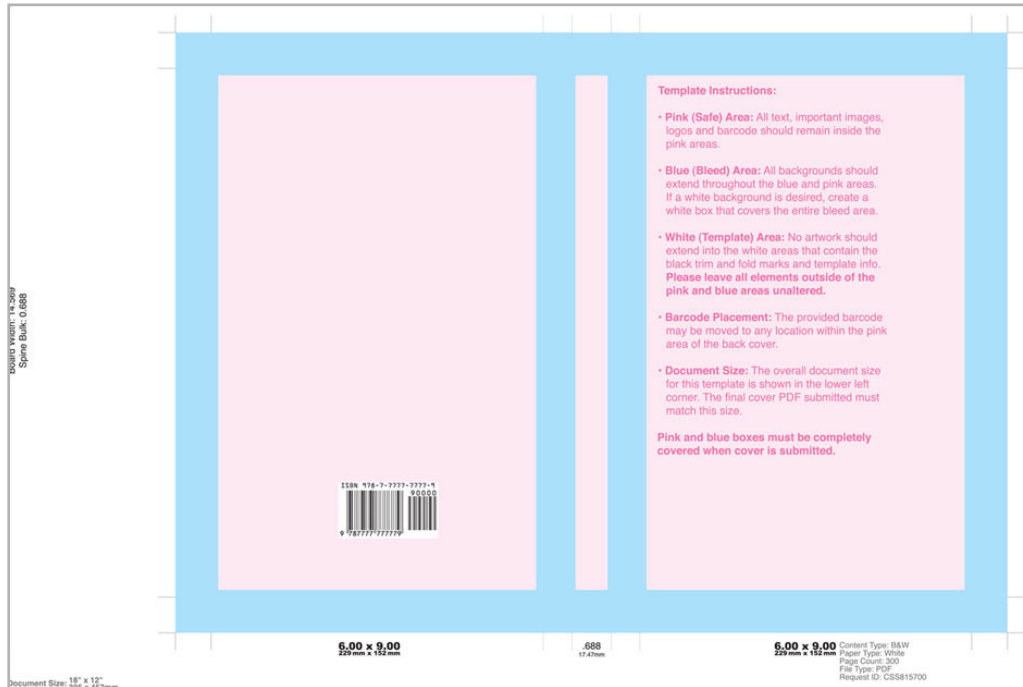
Pink (Safe) Area
All text, important images, logos and the barcode should all remain inside the pink area. This area lies 0.125" (3 mm) inside of the fold lines (around the parameter of the cover) and outside of the lines indicating the gutter area. This area is completely safe from being wrapped when the book is produced and will not be affected by the gutter indention. ***For the best results on the front and back covers, IngramSpark recommends keeping text an additional 0.125" (3 mm) inside of the pink safety boxes (for a full 0.25" / 6 mm safety).**

Blue (Bleed) Area
The bleed area is the area which extends 0.625" (16 mm) beyond the fold lines, the area inside the gutter and includes a small safety area on the spine. All background color / images should extend thoughout this area. Please note that any important images and text within the blue areas are at risk of being folded or affected by the gutter.

White (Template) Area
The template area also contains trim marks, fold marks and book size and spine width information. **Please leave all elements outside of the pink and blue areas unaltered.**
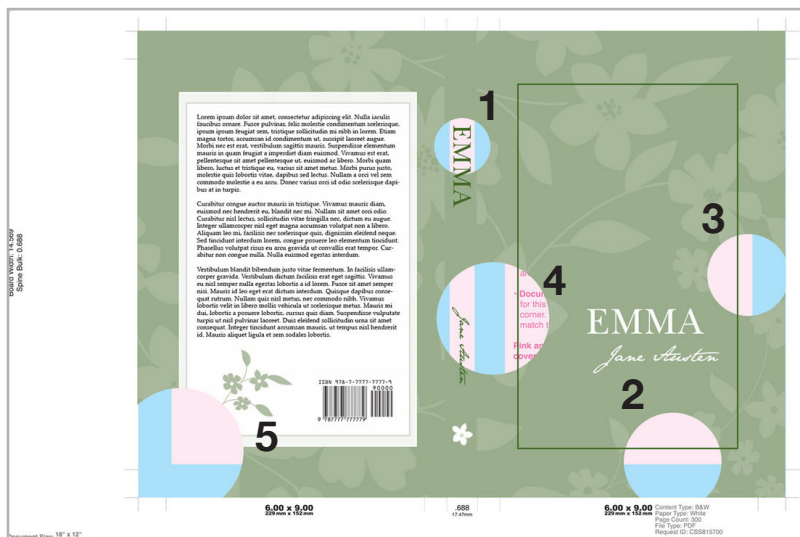
Barcode Placement
The barcode may be moved to any location within the pink area of the back cover. The barcode is a live element within InDesign templates but part of the overall image if using a PDF or EPS. Depending on the software used, when using the PDF or EPS template the barcode can be copied and pasted onto a new layer with the appropriate tools. Barcodes are mandatory on all covers.

Template Size
Templates are created and distributed at a specific size. This size is listed at the bottom left of the template and should remain at that size when opening, designing upon and creating a PDF from. Additional crop marks and/ or additional canvas size should not be added.

Pink and blue boxes must be completely covered when cover is submitted.

COVER SETUP : CASEBOUND

**Additional information about using a template**

1) Spine safety area

If the cover has a spine width greater than 0.35" (9 mm), the spine safety is 0.0625" (2.00mm). If the spine width is less than 0.35" (9 mm) the spine safety is 0.03125" (1mm). The pink box presented on the template will reflect the correct safety size. Casebound books with a page count below 48 pages cannot contain spine text.

2) Bleed elements

Elements needing to go to the edge of the cover should be taken beyond the pink safety area and onto the far edge of the blue bleed area. Any elements that are not to be trimmed need to remain in the pink safety area.

3) Borders and straight lines

IngramSpark does not recommend using borders close to the trim / fold area of the books. This is because of the slight variances that may occur during the printing and binding process. If you choose to use a border please keep all straight edges an additional 0.125" (3 mm) inside of the pink safety areas.
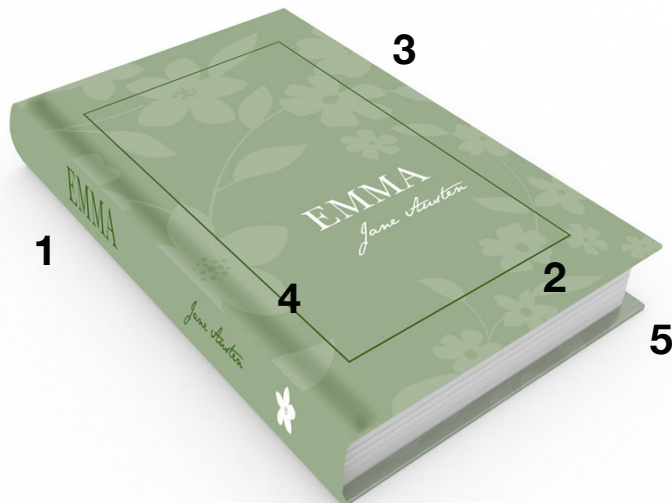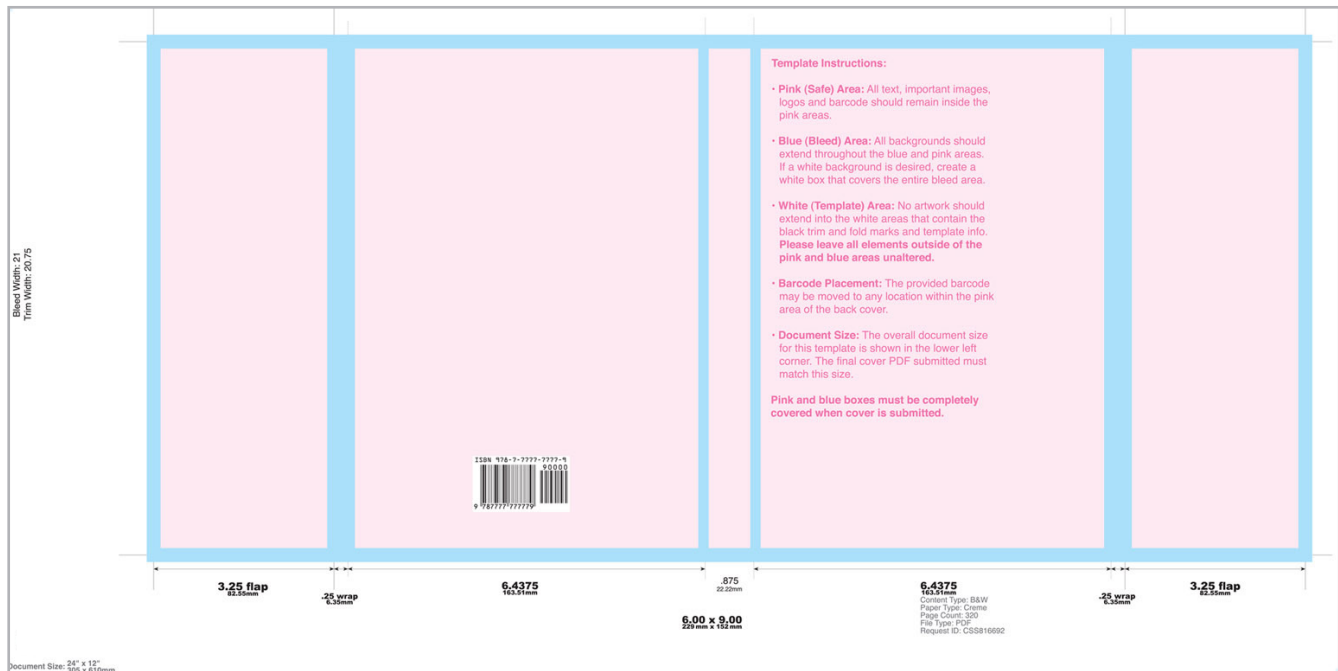
4) Gutter Area

Casebound books contain an area where the spine board is connected to the front and back cover boards. This area will be pliable and have a slight indention. To ensure cover elements are not obscured by the indention, please keep all important elements outside of the gutter bleed area.

5) Fold Area

Casebound books contain additional area which wraps around the boards making up the front, back and spine of the book. This area extends 0.625" (16 mm) beyond the fold lines. All bleed elements need to extend no less than 0.25" (6 mm) beyond the fold lines.

COVER SETUP : DUST JACKET

Template Instructions:

• **Pink (Safe) Area:** All text, important images, logos and barcode should remain inside the pink areas.

• **Blue (Bleed) Area:** All backgrounds should extend throughout the blue and pink areas. If a white background is desired, create a white box that covers the entire bleed area.

• **White (Template) Area:** No artwork should extend into the white areas that contain the black trim and fold marks and template info. **Please leave all elements outside of the pink and blue areas unaltered.**

• **Barcode Placement:** The provided barcode may be moved to any location within the pink area of the back cover.

• **Document Size:** The overall document size for this template is shown in the lower left corner. The final cover PDF submitted must match this size.

Pink and blue boxes must be completely covered when cover is submitted.

Pink (Safe) Area
All text, important images, logos and the barcode should all remain inside the pink area. This area lies 0.125" (3mm) inside of the fold lines (to each side of the spine and flaps) and outside of the trim lines. This area is completely safe from being wrapped or trimmed when the book is produced. ***For the best results on the front and back covers, IngramSpark recommends keeping text an additional 0.125" (3 mm) inside of the pink safety boxes (for a full 0.25" / 6 mm safety).**

Blue (Bleed) Area
The bleed area is the area which extends 0.125" (3mm) beyond the trim lines, an area inside of and to the sides of the spine and a 0.25" (6mm) strip that connects the front and back covers to the dust jacket flaps. All background color / images should extend thoughout these areas. Please note that any important images and text within the blue areas are at risk of being folded or trimmed.

White (Template) Area
The template area also contains trim marks, fold marks and book size and spine width information. **Please leave all elements outside of the pink and blue areas unaltered.**
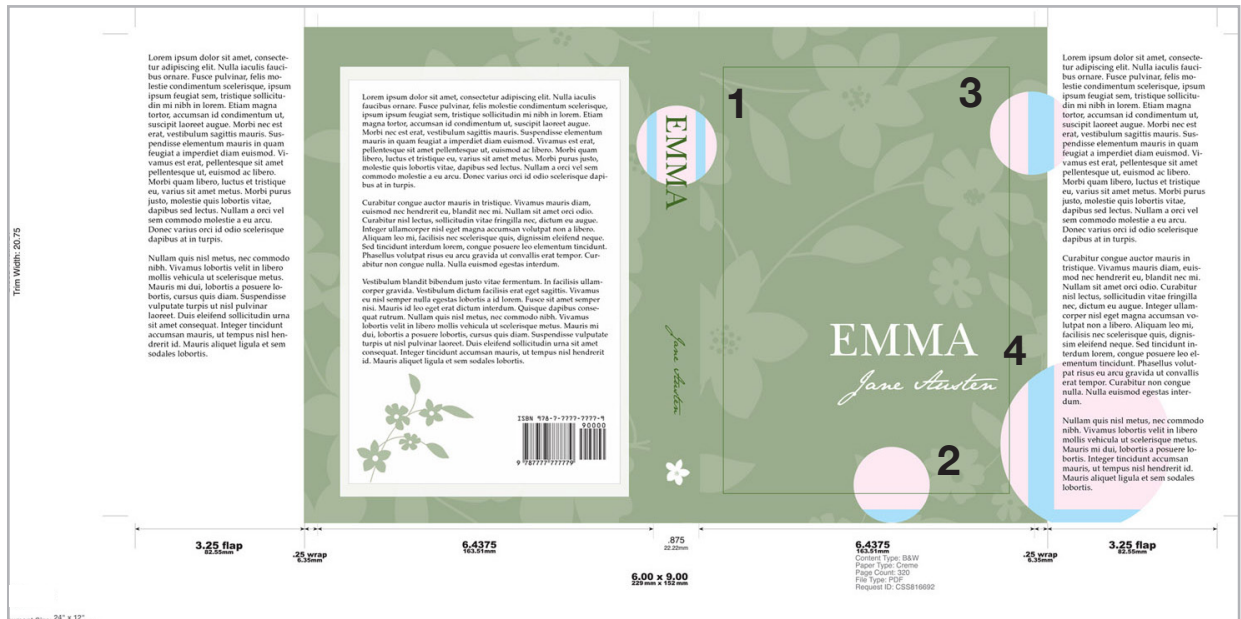
Barcode Placement
The barcode may be moved to any location within the pink area of the back cover. The barcode is a live element within InDesign templates but part of the overall image if using a PDF or EPS. Depending on the software used, when using the PDF or EPS template the barcode can be copied and pasted onto a new layer with the appropriate tools. Barcodes are mandatory on all covers

Template Size
Templates are created and distributed at a specific size. This size is listed at the bottom left of the template and should remain at that size when opening, designing upon and creating a PDF from. Additional crop marks and/ or additional canvas size should not be added.

Pink and blue boxes must be completely covered when cover is submitted.

Additional information about using a template

1) Spine safety area
If the cover has a spine width greater than 0.35" (9 mm), the spine safety is 0.0625" (2.00mm). If the spine width is less than 0.35" (9 mm) the spine safety is 0.03125" (1 mm). The pink box presented on the template will reflect the correct safety size. Jacketed books with a page count below 48 pages cannot contain spine text.

2) Bleed elements
Elements needing to go to the edge of the cover should be taken beyond the pink safety area and onto the far edge of the blue bleed area. To bleed covers on the side of the front and back covers take the bleed elements through the wrap area to the line that designates the end of the wrap. Any elements that are not to be trimmed need to remain in the pink safety area.

### 3) Borders and straight lines
IngramSpark does not recommend using borders close to the trim / fold area of the books. This is because of the slight variances that may occur during the printing and binding process. If you choose to use a border please keep all straight edges an additional 0.125" (3 mm) inside of the pink safety areas.

4) Flap Area
Dust jackets have an additional 3.25" (82.55mm) area that wraps around the hardcover book. This area contains the same safety requirements as the rest of the cover with the addition on a 0.25" (6mm) wrap area between the front/back covers and flaps.
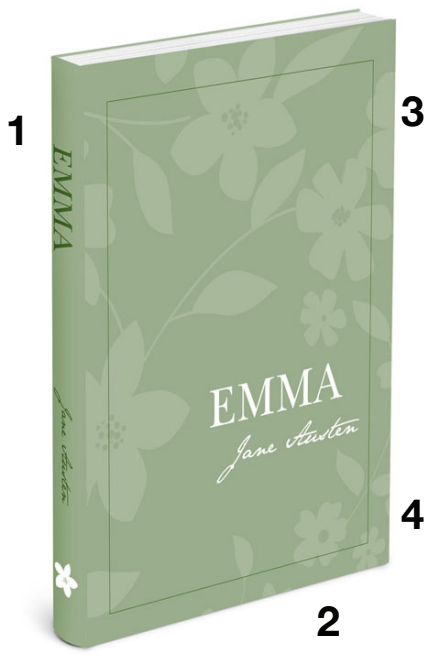
COVER SETUP : SADDLE STITCH
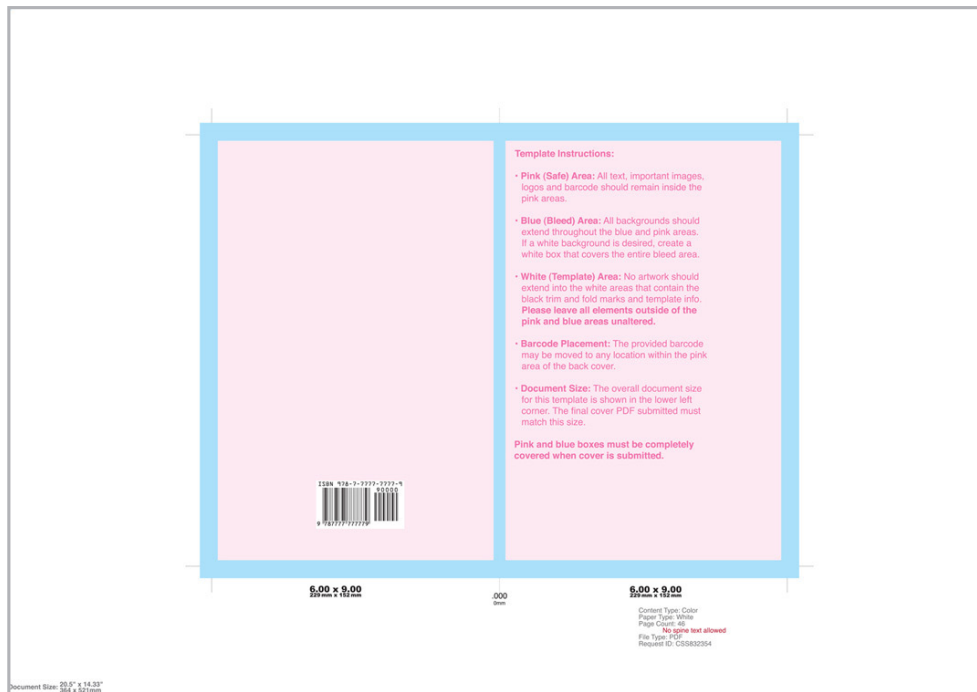
Pink (Safe) Area

All text, important images, logos and the barcode should all remain inside the pink area. This area lies 0.125" (3mm) inside of the trim area and spine fold area and is completely safe from being trimmed / wrapped when the book is produced. ***For the best results on the front and back covers, IngramSpark recommends keeping text an additional 0.125" (3 mm) inside of the pink safety boxes (for a full 0.25" / 6 mm safety).**

Blue (Bleed) Area

The bleed area is the area which extends 0.25" (6mm) beyond the trim lines and through the stapled spine. All background color / images should extend thoughout this area. Please note that any important images and text within the blue areas are at risk of being trimmed or caught within the fold.

White (Template) Area

The template area also contains trim marks, fold marks, book size and spine width information. Please leave all elements outside of the pink and blue areas unaltered.
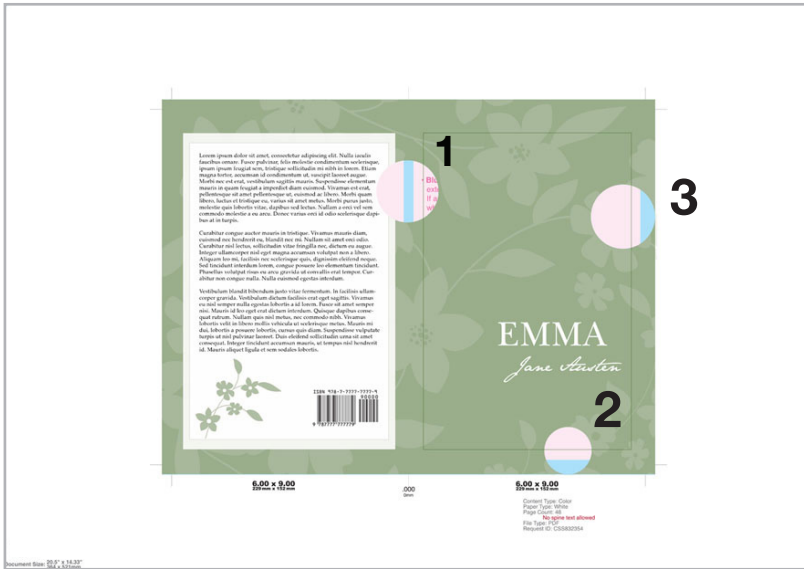
Barcode Placement

The barcode may be moved to any location within the pink area of the back cover. The barcode is a live element within InDesign templates but part of the overall image if using a PDF or EPS. Depending on the software used, when using the PDF or EPS template the barcode can be copied and pasted onto a new layer with the appropriate tools. Barcodes are mandatory on all covers.

Template Size

Templates are created and distributed at a specific size. This size is listed at the bottom left of the template and should remain at that size when opening, designing upon and creating a PDF from. Additional crop marks and/or additional canvas size should not be added.

Pink and blue boxes must be completely covered when cover is submitted.

COVER SETUP : SADDLE STITCH

Additional information about using a template

1) Stapled Spine
For Saddle Stitch the book is bound by staples through the spine. Because of this no text or cover elements are allowed on the spine. We recommend that the background color / images are carried through the spine or that the color used on the front cover is carried through the spine and slightly onto the back cover. This will allow for any variances in the binding process.

2) Bleed elements
Elements needing to go to the edge of the cover should be taken beyond the pink safety area and to the far edge of the blue bleed area. Any elements that are not to be trimmed need to remain in the pink safety area.
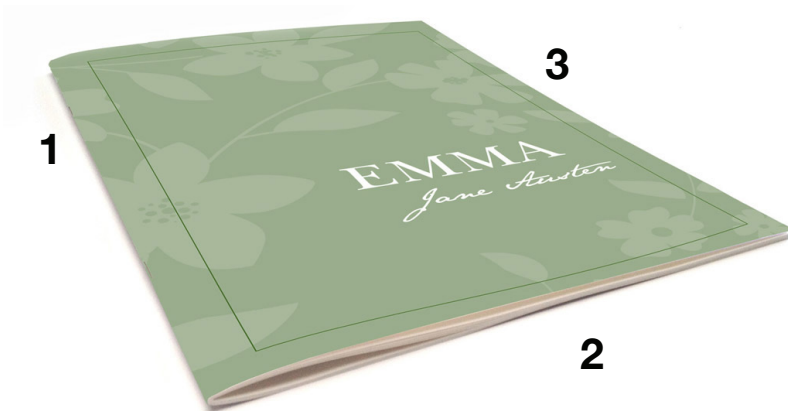
3) Borders and straight lines
IngramSpark does not recommend using borders close to the trim / fold areas of the books. This is because of the slight variances that may occur during the printing and binding process. If you choose to use a border please keep all straight edges an additional 0.125" (3 mm) inside of the pink safety areas.

IngramSpark

FILE CREATION GUIDE

CREATING A PDF FOR SUBMISSION

EXPORTING FROM INDESIGN AND QUARK

OPEN / SAVE A TEMPLATE IN
PHOTOSHOP: SIMPLEX

USING PDF TEMPLATES WITHIN
PHOTOSHOP, DUPLEX

When using InDesign or Quark to layout a cover or interior, exporting has become a viable and recommended way of creating a compliant PDF. Below are instruction for exporting from the latest Macintosh versions of InDesign and Quark but the Windows versions may vary slightly.

INDESIGN

To begin, select **FILE > Export**

Select a location to save your PDF

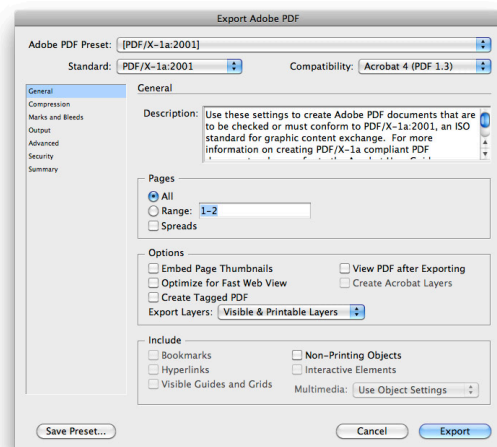Beside "**Format**" select **Adobe PDF (Print)**

Click "**Save**"

For "**Adobe PDF Preset**" choose **PDF/X1a:2001 or PDF/X3:2002**
(Please do not modify any of the default settings)

Select **Export** and a PDF will be created in the designated folder

For "**Duplex Covers**," please verify that "All" is selected under Pages.
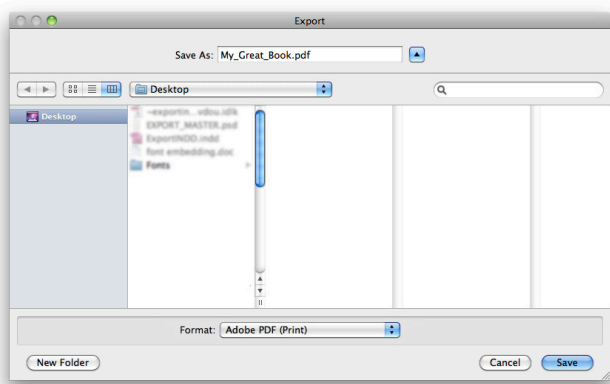
QUARK

To begin, select **FILE > Export > Layout as PDF**
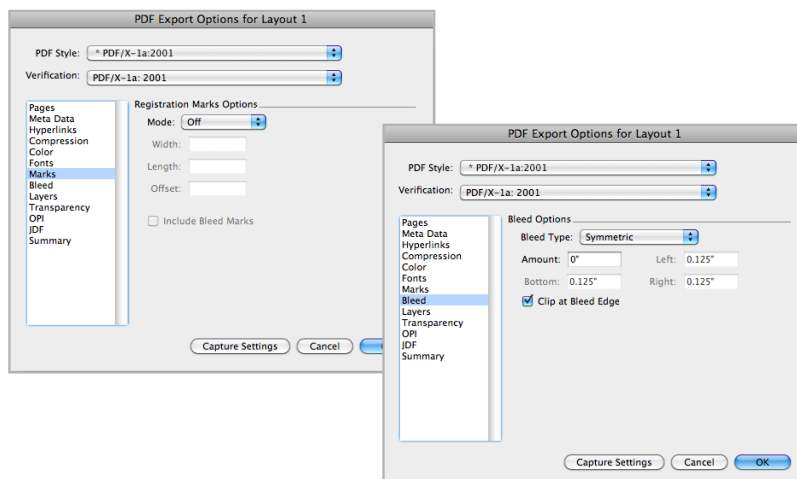
Select where you would like to export the file and under PDF Style select **PDF/X-1a:2001 or PDF/X-3:2002**

Select **Options...**

Please do not modify any of the default settings except to turn **Registration Marks OFF** and, if using the IngramSpark template, **Set Bleed to Zero.**

CREATING A PDF FOR SUBMISSION : OPEN/SAVE A TEMPLATE FROM PHOTOSHOP,

SIMPLEX

To maintain the CMYK values and ensure correct resolution and dimensions, we recommend the following procedure when opening a **PDF or EPS** Cover Template using Adobe Photoshop CS2 and higher.

Within Photoshop, select **File > Open** and select your template file.

If opening a PDF
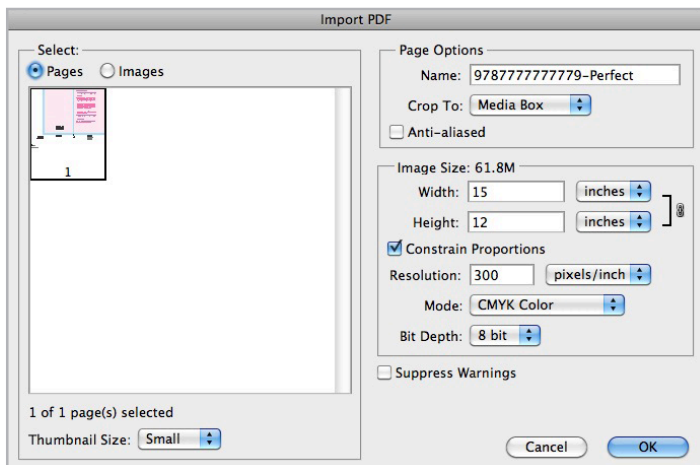
Crop To: **Media Box**
Anti-aiased: **not selected**
Image size: **Info located at the bottom left of template**
Constrain Proportions: **selected**
Resolution: **300ppi**
Mode: **CMYK Color**
Bit Depth: **8 bit**

To save a compliant PDF from within Photoshop, select **File > Save As...**

Format: **Photoshop PDF**
Save: As a Copy: **optional**
          Layers: **optional**
Color: Use Proof Setup: **not selected**
          Embed Color Profile: **optional**

Adobe PDF Preset: **PDFX1a 2001 or PDFX3 2002.**

*Leave all additional options unchanged.

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CREATING A PDF FOR SUBMISSION : USING PDF TEMPLATES WITHIN PHOTOSHOP, DUPLEX

To maintain the CMYK values and ensure correct resolution and dimensions, we recommend the following procedure when opening a **PDF** Cover Template using Adobe Photoshop CS2 and higher.
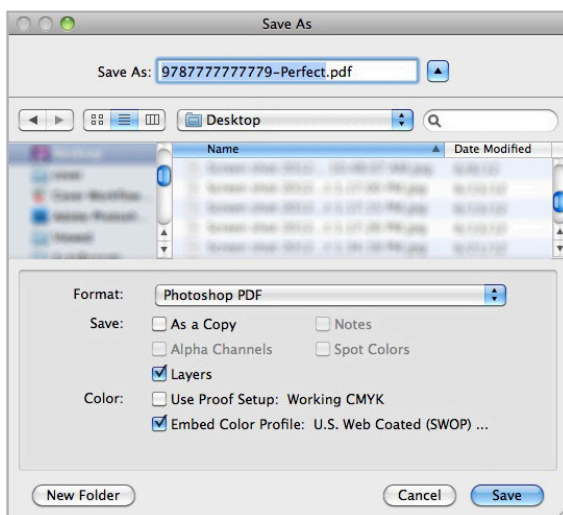
Duplex books allow for printing on the inside of the cover. Templates for duplex covers are 2 page and should be returned to Lightning Source as a 2 page PDF.

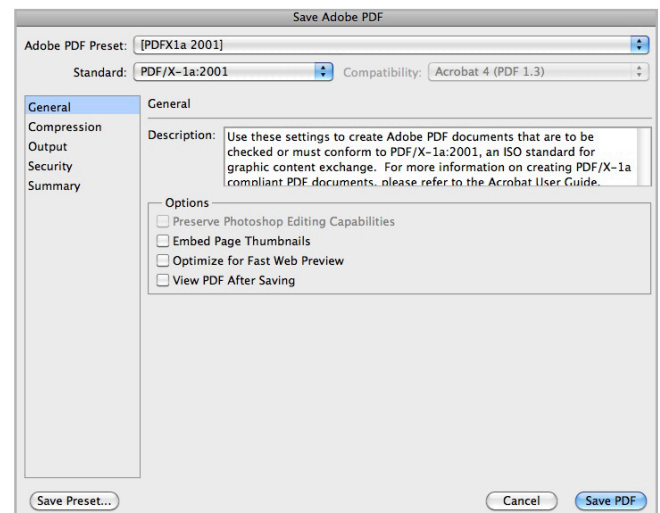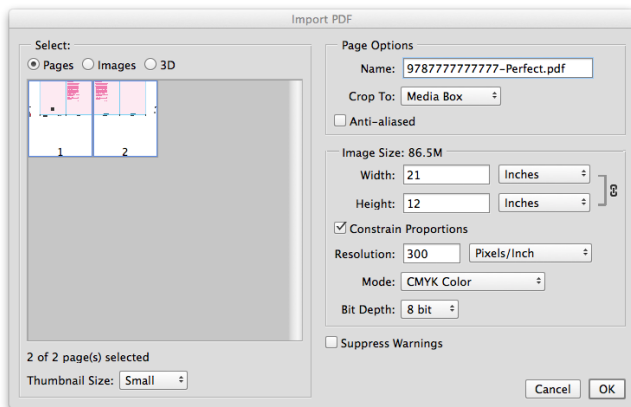Within Photoshop, select **File > Open** and select your PDF template file.

Crop To: **Media Box**
Anti-aiased: **not selected**
Image size: **Info located at bottom left of template**
Constrain Proportions: **selected**
Resolution: **300ppi**
Mode: **CMYK Color**
Bit Depth: **8 bit**

Shift click to select both images

The template will open as two separate documents. Design on each template separately and name each file so that the outside cover is different than the inside cover.

....

To save a compliant multipage PDF from within Photoshop, select **File > Automate > PDF Presentation...**
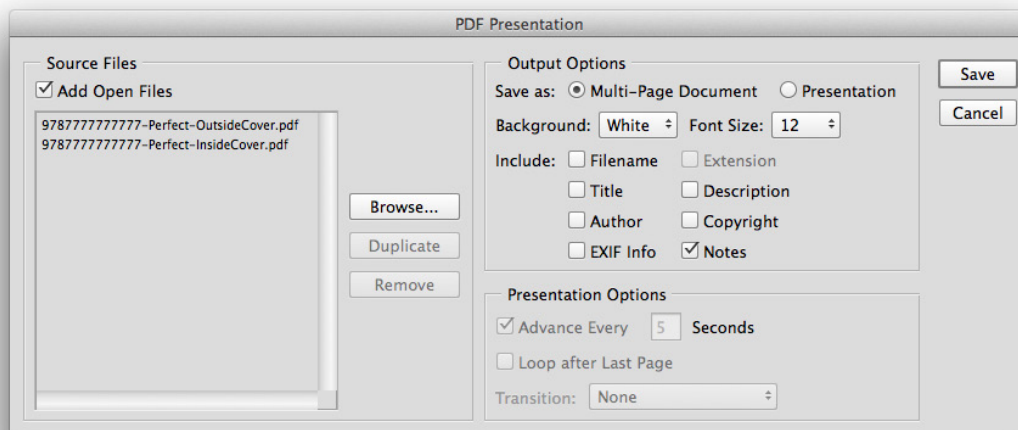
Under **Source Files** select **Add Open Files** or **Browse** to locate the Outside and Inside cover PDFs. Verify that only 2 files are listed and arrange the files listing the outside cover first.

On the right side of the dialogue box, under **Output Options**, select **Save As: Multi-Page Document** (DO NOT select Presentation)

Select **Save** and you will be prompted to name your file and select a save location.

Select **Save** again and select the **Adobe PDF Preset: PDF/X-1a:2001*** or **PDF/X-3:2002***
    *Leave all additional options unchanged.

IngramSpark

FILE CREATION GUIDE | **TRIM SIZES**

TRIM SIZE MATRIX

Note: blank white cells indicate not available

inches	mm	Bindtype	B&W 50lb/75gsm Creme	B&W 50lb/75gsm White	Standard Color 50lb/75gsm White	Standard Color 70lb/105gsm White	Premium Color 70lb/105gsm White
		Page Range	18-1050 pgs	18-1200 pgs	18-1200 pgs	18-900 pgs (PF) 18-840 pgs (HC)	18-900 pgs(PF) 18-840 pgs(HC) 4-48 pgs(SS)
4 x 6	152 x 102	Perfectbound	●	●	●	●	●
4 x 7	178 x 102	Perfectbound	●	●	●	●	●
4.25 x 7	178 x 108	Perfectbound	●	●	●	●	●
4.37 x 7	178 x 111	Perfectbound			●	●	
4.72 x 7.48	190 x 120	Perfectbound	●	●	●	●	
5 x 7	178 x 127	Perfectbound	●	●	●	●	
5 x 8	203 x 127	Perfectbound	●	●	●	●	●
		Case Laminate	●	●	●	●	●
		Cloth (Blue)		●	●	●	●
		Cloth (Gray)		●	●	●	●
		Jacketed (Blue Cloth)		●	●	●	●
		Jacketed (Gray Cloth)		●	●	●	●
5.06 x 7.81	198 x 129	Perfectbound		●	●	●	
5.25 x 8	203 x 133	Perfectbound	●	●	●	●	
5.5 x 8.25	210 x 140	Perfectbound	●	●	●	●	●
5.5 X 8.5 (Demy 8vo)	216 X 140	Perfectbound	●	●	●	●	●
		Case Laminate	●	●	●	●	●
		Cloth (Blue)	●	●	●	●	●
		Cloth (Gray)	●	●	●	●	●
		Jacketed (Blue Cloth)	●	●	●	●	●
		Jacketed (Gray Cloth)	●	●	●	●	●
		Saddle Stitch					●
5.83 x 8.27 (A5)	210 X 148	Perfectbound	●	●	●	●	
6 x 9	229 x 152	Perfectbound	●	●	●	●	●
		Case Laminate	●	●	●	●	●
		Cloth (Blue)	●	●	●	●	●
		Cloth (Gray)	●	●	●	●	●
		Jacketed (Blue Cloth)	●	●	●	●	●
		Jacketed (Gray Cloth)	●	●	●	●	●
		Saddle Stitch					●
6.14 x 9.21 (Royal 8vo)	234 x 156	Perfectbound	●	●	●	●	●
		Case Laminate	●	●	●	●	●
		Cloth (Blue)	●	●	●	●	●
		Cloth (Gray)	●	●	●	●	●
		Jacketed (Blue Cloth)	●	●	●	●	●
		Jacketed (Gray Cloth)	●	●	●	●	●
		Saddle Stitch					●
6.625 x 10.25	260 x 168	Perfectbound			●	●	●
		Saddle Stitch					●
6.69 x 9.61 (pinched crown)	244 x 170	Perfectbound		●	●	●	●
		Case Laminate		●			●
7 x 10	254 x 178	Perfectbound		●	●	●	●
		Case Laminate		●	●	●	●
		Saddle Stitch					●
7.44 x 9.69 (crown 4vo)	246 x 189	Perfectbound		●	●	●	
7.50 x 9.25	235 x 191	Perfectbound		●	●	●	●
		Case Laminate		●	●	●	●
		Saddle Stitch					●
8 x 8	203 x 203	Perfectbound		●	●	●	●
		Case Laminate		●	●	●	●
		Saddle Stitch					●
8 x 10	254 x 203	Perfectbound		●	●	●	●
		Case Laminate		●	●	●	●
		Saddle Stitch					●

GLOSS or MATTE lamination

Perforation Available for Standard Color Perfectbound 50lb/75gsm Sizes: 6 x 9, 7 x 10, 7.5 x 9.25, 8 x 10, 8.5 x 11

TRIM SIZE MATRIX

Note: blank white cells indicate not available

Product and Paper Types		B&W		Standard Color		Premium Color
		50lb/75gsm Creme	50lb/75gsm White	50lb/75gsm White	70lb/105gsm White	70lb/105gsm White
Page Range		18-1050 pgs	18-1200 pgs	18-1200 pgs	18-900 pgs (PF) 18-840 pgs (HC)	18-900 pgs(PF) 18-840 pgs(HC) 4-48 pgs(SS)
inches / mm	Bindtype	☐ B&W Available		☐ Standard Color Available		☐ Premium Color Available
8 x 10.88 — 276 x 203	Perfectbound		✓	✓	✓	✓
	Case Laminate		✓	✓	✓	✓
8.25 x 10.75 — 273 x 210	Perfectbound		✓	✓	✓	✓
	Case Laminate		✓	✓	✓	✓
	Saddle Stitch					✓
8.25 x 11 — 280 x 210	Perfectbound		✓	✓	✓	
8.268 x 11.693 (A4) — 297 x 210	Perfectbound		✓	✓	✓	
8.5 x 8.5 — 216 x 216	Perfectbound		✓	✓	✓	✓
	Case Laminate		✓	✓	✓	✓
	Saddle Stitch					
8.5 x 9 — 229 x 216	Perfectbound		✓	✓	✓	✓
8.5 x 11 — 280 x 216	Perfectbound		✓	✓	✓	✓
	Case Laminate		✓	✓	✓	✓
	Saddle Stitch		✓	✓	✓	✓

GLOSS or MATTE lamination

Perforation Available for Standard Color Perfectbound 50lb/75gsm Sizes: 6 x 9, 7 x 10, 7.5 x 9.25, 8 x 10, 8.5 x 11

DUPLEX COVERS MATRIX

Note: blank white cells indicate not available

Product and Paper Types		B&W		Standard Color		Premium Color
		50lb/75gsm Creme	50lb/75gsm White	50lb/75gsm White	70lb/105gsm White	70lb/105gsm White
Page Ranges			min 18 pgs- (max below)	min 18 pgs- (max below)	min 18 pgs- (max below)	min 18 pgs- (max below)
inches / mm	Bindtype	☐ B&W Available		☐ Standard Color Available		☐ Premium Color Available
6.625 x 10.25 — 260 x 168	Perfectbound		1200	1200	900	900
6.69 x 9.61 (pinched crown) — 244 x 170	Perfectbound		1200	1200	900	900
7 x 10 — 254 x 178	Perfectbound		1140	1140	740	740
7.44 x 9.69 (crown 4vo) — 246 x 189	Perfectbound		900	900	640	
7.50 x 9.25 — 235 x 191	Perfectbound		840	840	640	640
8 x 8 — 203 x 203	Perfectbound		580	580	440	440
8 x 10 — 254 x 203	Perfectbound		580	580	440	440
8 x 10.88 — 276 x 203	Perfectbound		580	580	440	440
8.25 x 10.75 — 273 x 210	Perfectbound		500	500	340	340
8.25 x 11 — 280 x 210	Perfectbound		500	500	340	
8.5 x 8.5 — 216 x 216	Perfectbound		240	240	180	180
8.5 x 9 — 229 x 216	Perfectbound		240	240	180	180
8.5 x 11 — 280 x 216	Perfectbound		240	240	180	180

GLOSS or MATTE lamination

Perforation Available for Standard Color Perfectbound 50lb/75gsm Sizes: 7 x 10, 7.5 x 9.25, 8 x 10, 8.5 x 11