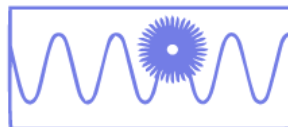




Suitcase Records



PRINTING INFO & REQUIREMENTS



Quick Artwork Checklist

Jackets, Inner Sleeves, Inserts, and Centre Labels

To make sure your artwork is ready for print, we just need to check off a few requirements:

- **I've supplied two versions of each artwork;**
 - A high resolution copy *without* a template.
 - A low resolution copy *with* a template (*for template examples, click here*).
- **The template/s I've used are the one/s provided by Suitcase Records.**
- **All of my artwork is in PDF format.**
- **There are no security restrictions or any form of trapping applied to these PDFs.**
- **My artwork is set up for CMYK print** (*except barcodes, which should be 100% process black*)

Once final artwork has been received by SCR, a final digital proof will be sent by email before production begins. This is to ensure the artwork delivered matches artwork supplied. Any additional changes made at this point will incur a fee of \$75. Once you have signed off, we will proceed to printing and no further changes can be made without additional cost and delay.

Further Info On Packaging Art

In addition to the above, please be aware of the following when prepping your packaging art:

- Our printers can offer a physical proof of your art for an additional \$65, which is delivered express post to the address of your choosing. If this is something you would like to arrange, please let us know.

Further Info On Centre Labels

In addition to the above, please be aware of the following when prepping your centre labels:

- While pressing, labels are exposed to high heat which can cause slight colour change. Please don't hesitate to get in touch if you think this may be a problem!
- All centre labels are printed onto a specialist uncoated stock.

Confused? We'd love a chat! You can reach us on (07) 3260 1653, or orders@suitcaserecords.com.au

If you'd like more specific information on any of the requirements listed above, keep scrolling for the technical stuff...

The Advanced Stuff

Contents

- Print Instructions for Packaging Art** **4**
- General Instructions*.....4
- Artwork File Criteria*.....4
- Knife Line and Embellishment Criteria*.....5
- Additional Recommendations*.....5
- Packaging Art Template Guidelines** **6**
- General Instructions*.....7
- Use of Colour*.....7
- Colour Profile Conversion*.....8
- Dimension Specific Criteria for Centre Labels*.....8
- Print Instructions for Centre Label Art** **7**
- Centre Label Template Guidelines** **9**
- Example Art With Templates** **10**
- 3mm Spine Jacket with Template*.....10
- 5mm Spine Jacket with Template*.....10
- Gatefold Jacket with Template*.....11
- Full Colour Printed Inner Sleeve with Template*.....12
- Insert with Template*.....12
- Centre Labels with Template*.....13
- Featured Artists*.....14

Print Instructions for Packaging Art

In this section, “packaging art” refers to jackets, full-colour printed inner sleeves, inserts, download cards, or any other custom art aside from the vinyl itself. For centre label art, please refer to the section titled “Print Instructions for Centre Label Art”.

General Instructions

- All images need to be supplied as a minimum of 300 DPI resolution. Any artwork files below 300 DPI will generate a printing warning but will still print, however it may not be of a suitable quality. Anything below 150 DPI is not printable.
- All logos (bitmaps) need to be supplied as a minimum of 1200DPI resolution. Any artwork files below 1200 DPI will generate a printing warning but will still print, however it may not be of a suitable quality. Anything below 600 is not printable.
- Hairlines must not be used. The minimum line width is 0.1mm for positive lines and 0.15mm for negative lines.
- Fonts – Fonts must be 5pt for positive or larger, and 6 point or larger for negative.
- Files are to be set up for CMYK print – RGB is not acceptable.
- Fonts not embedded will not print.

Artwork File Criteria

For a visual reference guide, please see ‘Example Art With Templates’.

- The artwork PDF files must contain a trim box set to the correct size and in the corrected position.
- Any Trim marks must align with the trim box.
- A minimum of 3mm bleed must be present additional to the trim box boundary.
- All files must be set to 100% scale.
- Printing will be trimmed and finished as per the trim box size and dimension supplied within the PDF.
- Please use only the templates provided by Suitcase Records.

In our examples, you will find images which show how the geometry should be set up. The printer workflow will detect the trim box and allow 3mm bleed to be added. It will then crop anything beyond. The printer will trim and finish as per the size and position of the trim box. This will prevent any image within the bounds of the trim box from being removed. The green line in the template shows the trim box.

Knife Line and Embellishment Criteria

- Knife lines should be on their own layer and set to overprint, not knockout. Cut and crease lines need to be clearly defined.
- All special finishes, such as SPOT UV, EMBOSS should be on separate pages and set to overprint.
- Special PMS colours should be converted to CMYK unless the print has been ordered specifying special PMS colours.

Additional Recommendations

For best results use the following steps to avoid unexpected results during the file input and output process.

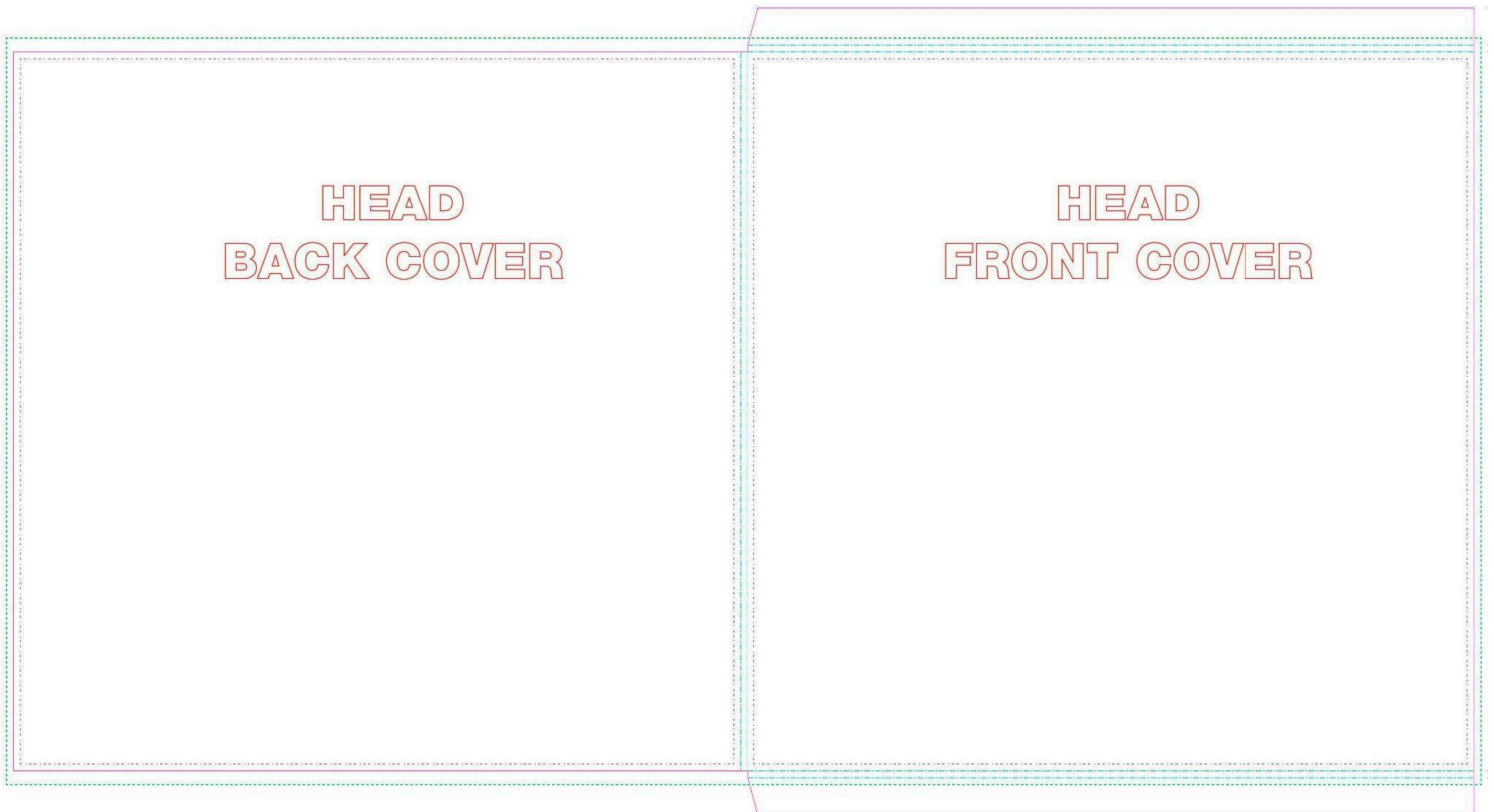
- All artworks should be flattened and on their own layer.
- Any colour bars, dimension marks, etc, should be contained on another layer separate to the art.
- Fonts should be converted to outlines.

Note: Submitted files for Jackets and Inners need to meet the above criteria. If not, they cannot be printed, and we will need to request the files be updated and re-submitted which can impact the turnaround time for production. While we do check artwork, it is the artists responsibility to ensure files meet the criteria, and Suitcase Records cannot be responsible for delays caused by incorrect artwork.

Packaging Art Template Guidelines

The template lines are as follows:

- - - - - (Green Dashes): Bleed line - art must reach the bleed line for best results.
- - - - - (Blue Alternating Dashes): Crease line - please ensure spine text is within the crease line.
- (Purple Solid Line): Cut line - all art outside this line will be omitted from print.
- - - - - (Grey Alternating Dashes): Safety line - please ensure no text is outside this line.



To download all packaging art templates, head to our [Knowledge Base](#).

Note: Submitted files for packaging art need to meet the above criteria. If they do not, they cannot be printed, and we will need to request the files be updated and re-submitted which can impact the turnaround time for production. While we do check artwork, it is the artist's responsibility to ensure files meet the criteria, and Suitcase Records cannot be held responsible for delays caused by incorrect artwork. For any questions, please do not hesitate to reach out!

Print Instructions for Centre Label Art

General Instructions

- Please be aware, when pressing, the high heat the labels are exposed to can cause slight colour change.
- Artwork needs to be supplied as a digital PDF file using the SCR Centre Label template.
- Please supply the following 2 PDF files for the centre labels.
 - A high-resolution PDF (300 DPI or greater) file without the template linework showing.
 - A low-resolution PDF or JPG file with the template line work showing. This will be used as a reference to check the placement of the artwork is correct.
- The artwork file should contain both labels (Side A & B / Side 1 & 2) on one page each. Please do not supply documents as separate files (eg. a separate Side A and B)

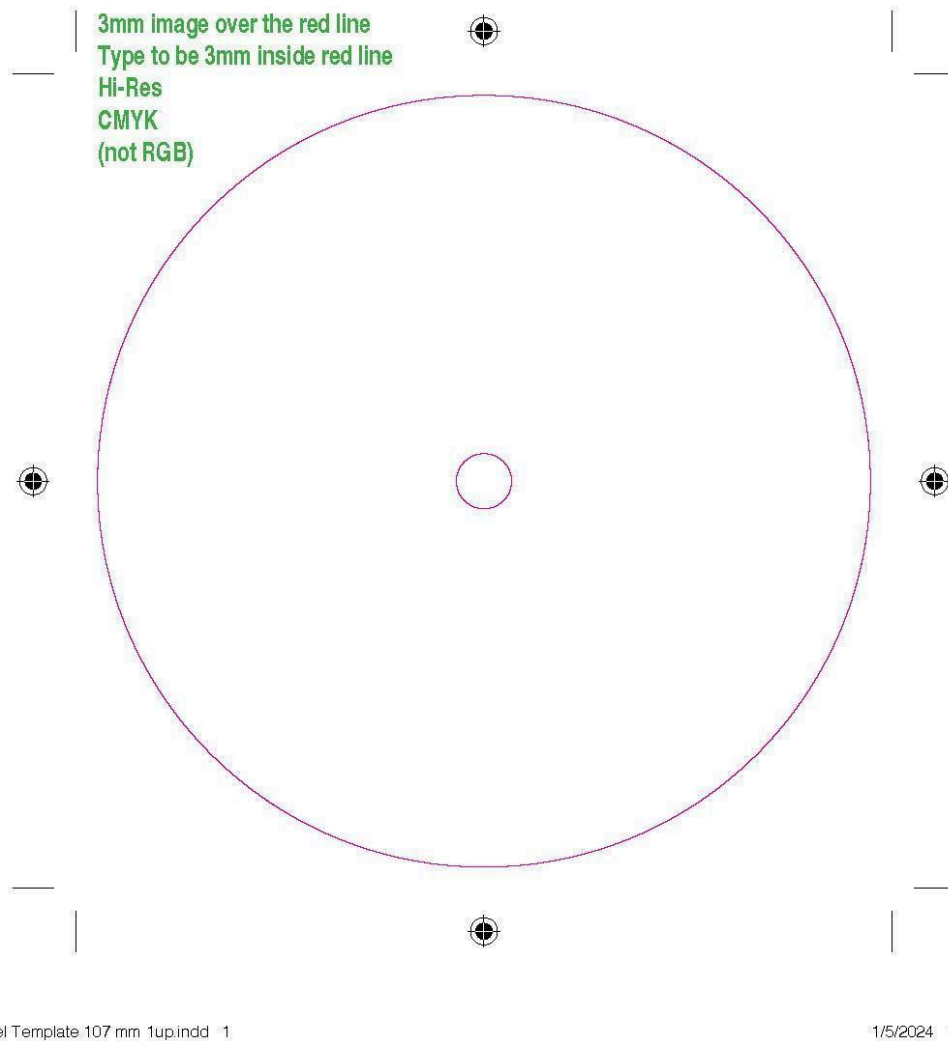
Use of colour

- All artwork is to be supplied in CMYK and not in RGB. Please use U.S Web Coated SWOP v2 as the colour profile.
- If spot colours are used please advise the (Pantone) colour codes that have been used. Pantone colour codes are to be named consistently throughout all documents. Do not use no Pantone 877C and Pantone 877U for example. Please do not use coated (C) or uncoated (U) at all when indicating the Pantone colour.

Dimension Specific Criteria for Centre Labels

- Add 3 mm bleed around the design. If you do not include this, text or images may be cut off. All text must be 3mm inside the die line (red line on template) or it may be distorted or cut off.
- Clearly mark A and B side on the reference print or pdf as per the template, or on the artwork itself. If you are supplying artwork for a double album and C and D sides are applicable, please supply them in a new document and mark them correctly in the template.

Centre Label Template Guidelines



To download the label template, head to our [Knowledge Base](#).

Note: Submitted files for Centre Labels need to meet the above criteria. If they do not, they cannot be printed, and we will need to request the files be updated and re-submitted which can impact the turnaround time for production. While we do check artwork, it is the artist's responsibility to ensure files meet the criteria, and Suitcase Records cannot be held responsible for delays caused by incorrect artwork. For any questions, please do not hesitate to reach out!

Example Art With Templates



3mm Spine Jacket With Template

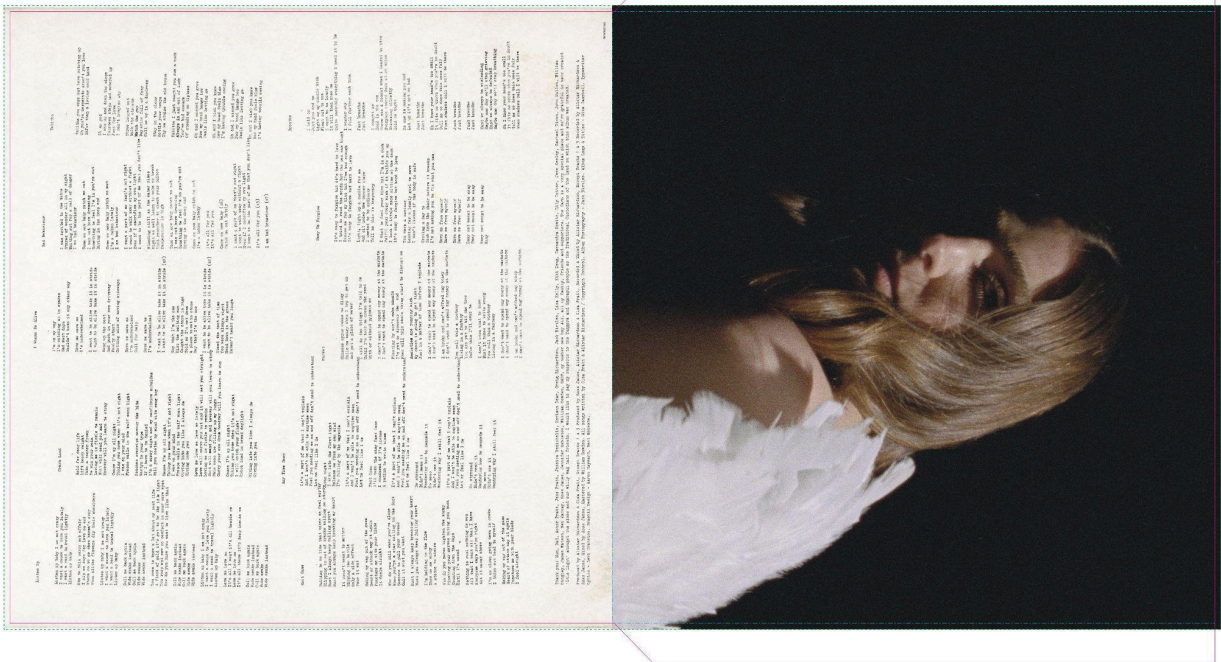


5mm Spine Jacket With Template



Gatefold Jacket With Template

(The gatefold template can be used for either single or double-pocketed gatefolds)



Full Colour Printed Inner Sleeve With Template



Insert With Template

3mm image over the red line
Type to be 3mm inside red line
Hi-Res
CMYK
(not RGB)



Centre Labels With Template

Suitcase Records would like to thank the following artists for allowing us to use their wonderful art:

Piss Shivers - Piss Shivers (2023)

Example for 3mm Spine Jacket Art

<https://gimmiezine.bandcamp.com/album/piss-shivers>

Hayley Marsten - Girlhood (2023)

Example for Gatefold Jacket Art

<https://www.hayleymarsten.com/>

Clea - Idle Light (2023)

Example for Full Colour Printed Inner Sleeve Art

<https://cleamusic.store/>

Ghost Mutt - Perro Fantasma (2023)

Example for Insert Art

<https://jetblackcatmusic.com/products/ghost-mutt-perro-fantasma>

Sarah Stockholm - Trace Of Humanity (2023)

Example for Label Art

<https://sarahstockholm.bandcamp.com/album/trace-of-humanity>