

# Is your file print-ready? Follow these guidelines!

- Please include ¼" margin on all documents. This ensures our production team will be able to properly cut your job.
- If your document has color or a photo going all the way to the edge, your document should include at least an extra ⅛" of color/image on each side. That means a document with a finish size of 5 x 7 will be 5 ¼" x 7 ¼".
- Check to ensure your images are sufficiently high-quality (meaning 300 dpi at size). A 2"x 3" image should be 600 x 900 pixels.
- Make sure you include the fonts for your document. M&M may not have those fonts available.
- Contact M&M if you are not sure if your file type is supported.
- When in doubt, making a PDF of your file is best option.

A \$10.00 fee is automatically added to any job that is not print-ready. That cost is for each file. In addition, M&M Printing and Graphics cannot guarantee the quality of any document that is not print ready.

Please consult your sales representative if you have questions. Thanks for choosing M&M!

**M** AND **M** PRINTING and  
G R A P H I C S

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## Margins Example

Lorem ipsum dolor sit amet, consectetur adipiscing elit. Duis pretium sollicitudin eros ut rutrum. Aliquam et diam vel sem sollicitudin euismod eu nec

**Incorrect**

.25"  
Lorem ipsum dolor sit amet, consectetur adipiscing elit. Duis pretium sollicitudin eros ut rutrum. Aliquam et diam vel sem sollicitudin euismod eu nec

**Correct**

## Resolution Example

1"x1" at 72dpi



**Incorrect**

1"x1" at 300dpi



**Correct**

## Bleed Example

Lorem ipsum dolor sit amet, consectetur adipiscing elit. Duis pretium sollicitudin eros

**Incorrect**

.125"  
.125"  
Lorem ipsum dolor sit amet, consectetur adipiscing elit. Duis pretium sollicitudin eros

**Correct**