

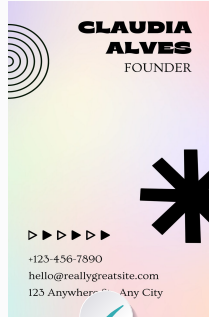
# ORIENTATION GUIDE

## FILE PREPARATION FOR ARTWORK

### Single Sided

#### Portrait Orientation

When supplying a file for single-sided portrait artwork, it's essential to submit it in portrait orientation, avoiding a 90-degree rotation to landscape.



#### Landscape Orientation

When supplying a file for single-sided landscape artwork, it's essential to submit it in landscape orientation, avoiding a 90-degree rotation to portrait.

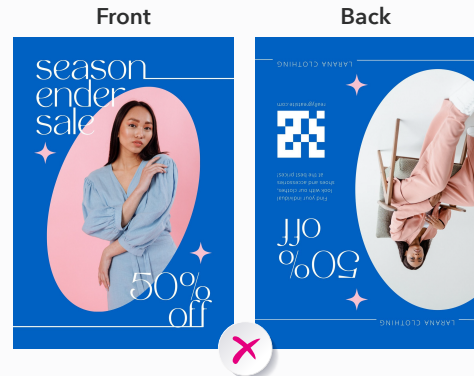
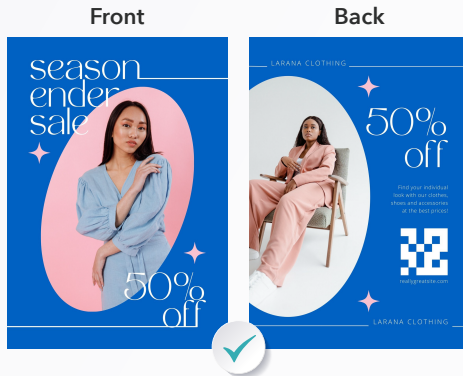


### Double Sided

#### Portrait Orientation

When supplying files for double-sided portrait artwork, it's crucial to use portrait orientation for both pages and ensure that they are facing the same direction. This means that when you look at the pages side by side, they should both be oriented upright.

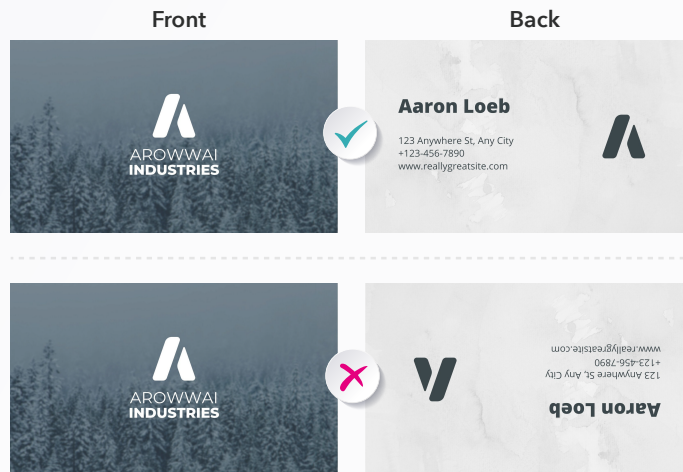
Always double-check your files before submission to avoid having the back of the job printed upside-down.



#### Landscape Orientation

When supplying files for double-sided landscape artwork, it's crucial to use landscape orientation for both pages and ensure that they are facing the same direction. This means that when you look at the pages side by side, they should both be oriented upright.

Always double-check your files before submission to avoid having the back of the job printed upside-down.



PLEASE ENSURE SUPPLIED FILES ARE ORIENTED CORRECTLY. FAILURE TO DO SO WILL RESULT IN BACK OF JOB BEING PRINTED UPSIDE-DOWN.