

CUSTOMISED BROCHURES

If you are looking for customised services from Ralawise, we require the following:

- **Your logo/own cover artwork**
- **Contact details**

Files acceptable are: JPG, TIFF, PDF, AI and EPS. Please provide any required high-resolution artwork at 300dpi or above the size intended for print. See Technical Specifications Customised Brochures form for artwork.

For all artwork supplied, please use a file sharing service (e.g. WeTransfer or MailBigFile) to: **2023services@ralawise.com**

PREVIOUSLY ORDERED CATALOGUES

If you have ordered from Ralawise before, with your consent, we can reuse the same artwork. Please confirm when placing your order. However, please ensure you check all details are correct, as we will not be responsible for any changes different to those we hold on file.

FULLY CUSTOMISED BROCHURE AND DIGITAL BROCHURE


Should you choose the customised option of a fully branded cover, please find below the specification to supply your artwork:

Dimensions

Front: 210mm [W] x 297mm [H]; **Back:** 210mm [W] x 297mm [H]

Specification

- The preferred file format for provided artwork is a high-resolution PDF. Please supply customised artwork, at the correct size with crop marks and with 3mm bleed all round, preferably using the 'Press Quality' preset.
- Please provide any fonts used embedded within the artwork (or outlined) to avoid any issues when printing.
- It is vital that artwork supplied in a vector file format [i.e. .ai or .eps] is sized and formatted correctly (CMYK / 300dpi / 3mm bleed) and is packaged with all images and fonts.
- The design for any bespoke cover artwork supplied will not be amended in any way and will be printed as originally provided.

 It is **your** responsibility to supply artwork at high resolution and to the specifications provided. Ralawise does not guarantee the quality of the end result if the artwork is not provided as detailed here.


Once artwork has been created via our design team, we will supply a PDF visual for approval. Please be aware that it is your responsibility to check that the artwork and all details within are correct and approved for print.

Printing and colours

All artwork will be printed in traditional four-colour process (CMYK) at Europe's leading print service provider. Should any artwork contain spot Pantone colours, we will endeavour to match as closely as the four-colour process allows. However, please note, Ralawise will not be responsible for the final print quality and will not accept any liability.

Proofing

Ralawise will supply you with an electronic PDF of your cover artwork for your approval. To ensure your order proceeds, you will be required to confirm your approval by email to **2023services@ralawise.com**. Failure to confirm by email will result in your order not being processed.

 It is **your** responsibility to ensure all supplied artwork is correct and of high resolution. If not, we cannot assure the print quality will be to our standards.

Ralawise are happy to make amendments, if required. However, with any more than one set of amends, Ralawise reserve the right to charge a design fee of £50/€50.

TERMS & CONDITIONS

Minimum orders

The following orders are required for priority pre-order:

- Customised cover catalogues – 50 copies

Carriage

Due to the high cost of distributing catalogues, Ralawise will apply a standard carriage cost to the order as a minimum, i.e. £8.25 per order.[‡] For all non-mainland UK customers (including Republic of Ireland, Northern Ireland and Channel Islands), customised catalogue orders will be charged at cost.[‡]

[‡]See 'Delivery Information & Costs' on our website.

Timings

Delivery for the 2023 brochure will commence in January 2023.

All dates are subject to change. Failure to meet these deadlines will result in your order falling into a later print run or being cancelled if no other print run is available.

For all artwork, please send to: 2023services@ralawise.com
For all correspondence, please send to: 2023services@ralawise.com
To talk to the brochure team, call: 01244 838394