

Print-ready PDF checklist

A final inspection before artwork is sent

This guide helps you prepare a clearer brief and a more reliable production file. Use the agreed job specification for final dimensions, finishing and colour targets.

Document and page structure

Confirm finished width and height, orientation, total page count, reading order, front/back pairing and any blank pages. For stapled booklets, include every cover and inside page in the page count.

Images and graphics

Check effective image resolution at output size. Look for missing links, pixelated logos and screenshots enlarged beyond their useful detail. Keep vector art as vector art where possible.

Colour and output

Confirm the intended print route, paper and output condition. Check for unintended RGB-to-CMYK changes and spot colours. If matching is critical, use the approved proof and reference values rather than judging from an uncalibrated screen.

Type and content

Confirm fonts are embedded or handled as specified. Read the proof at real size. Check phone numbers, web addresses, QR links, prices, dates, names, addresses, legal lines and the final version code.

Edges and finishing

Check bleed on all sides, safe margins, fold lines, spine, perforation, drill holes, eyelets and hem allowances. Confirm whether crop marks are requested and keep special-finish layers separate as instructed.

The actual exported PDF

Open the exported file in a PDF viewer and inspect every page. Do not approve only the InDesign, Illustrator, Canva or other working file. Send one unambiguous final PDF with the specification and one named approver.

Need a specification for your job?

Tell us the finished size, quantity, use and deadline. Call 01925 632717 or visit theprintcentrewarrington.co.uk/contact.