





Preferably advertising copy should be supplied as a high resolution CMYK PDF file with all fonts embedded, by CD-ROM, ZIP Disk or email - info@practicalfm.co.uk. We can accept Quark Xpress files Version 4, Illustrator and Freehand documents. Digitally supplied pictures must be CMYK separated and a minimum of 300dpi, eps files to have outlined fonts. Copy that does not meet these requirements may be subject to an additional production charge for making print ready.

It is the responsibility of the advertiser to ensure that all logos, fonts and picture files used are

Practical Facilities Management Limited have an in-house design team and can arrange for the design of customers' adverts. Rates are available on application. Any graphic or design work undertaken on behalf of the advertiser may be charged in addition to the charges for space.

A4 Page Specification:

Type Area	278(d) x 190mm(w)
Trim	297(d) x 210mm(w)
Bleed	305(d) x 216mm(w)
1/2 A4 Landscape:	135(d) x 190mm(w)
1/2 A4 Vertical:	278(d) x 90mm(w)
1/4 A4 Page:	135(d) x 90mm(w)
1/8 A4 Page:	65(d) x 90mm(w)