ErneDigitalPrint.ie
Signs | Print | Design
info@ernedigitalprint.ie 00353 71 9858004

NCR Books

The most common NCR Books follow on this PDF file. A6, DL, A5 and A4.
Other options are available - please ask!
The most important points to remember when designing NCR books are;

PDF Requirements:

1. 10mm space left around document (see attached examples)
2. Perforated/bound side needs a space of 20mm
3. All lines to be no less than 1point (0.353 mm)
4. Your PDF File must be the correct DOCUMENT Size.
5. All images 300 dpi
6. All FONTS Embedded
7. Document orientation to be right reading
8. Multi page document must be in order (cover included)
9. One job should represent one PDF
10. The file names should represent the job name

Remember to tell us;

*Size of Book
*Duplicate or Triplicate
(duplicate books have 100 per book / Triplicate books have 50 per book)
*Perforate/Bound on Left or Top?
*Sequential Numbers?
What number should we start from and where should we stamp the number?
*Ink Colour. This is usually black if you do not tell us otherwise.
Extra charge for a different colour - please ask us.

TOP TIP
If you are unsure, send us a test PDF file and we will report back to you and offer advice if necessary

TOP TIP
Contact us with any questions on the above requirements That question could save you time and money.

Receipt

Received from:

Date: / /

The Sum of

Cash Visa

Signed: *(Customer)*

Signed:

Table..... Date.....

	TOTAL	

Thank you for your custom. Please call again.

To: Date:

Invoice/Credit

DESCRIPTION	UNIT PRICE	AMOUNT

Additional Information

Sub Total:

VAT @_____%

Total:

Signature:.....

Name..... Date.....

Invoice No:

Qty	Description	Unit Price	Vat	Total