

## ARTWORK CHECKLIST FOR CDS

DATE \_\_\_\_\_

\* MATERIAL # \_\_\_\_\_

\*\* SELECTION # \_\_\_\_\_

TITLE \_\_\_\_\_

PRODUCT CODE  09 (CD)  14 (CD ROM)

ARTIST \_\_\_\_\_

- BOOKLET/FOLDER  TRAY CARD  CD SCREEN PRINT  SPECIAL INSERT  OTHER \_\_\_\_\_  
 ELECTRONIC ART (BE SURE TO INCLUDE A DIGITAL FILE IMAGING FORM)

SPECIAL INSTRUCTIONS: \_\_\_\_\_

\* **MATERIAL #:** This number is physically present on the film. It may contain up to 15 letters, numbers, spaces, slashes and dashes. It is the number musictoday.com uses to file and subsequently reference your film.

\*\* **SELECTION #:** This is the number used to identify your order in its entirety. It can be the same as the film material number and/or the master ID number, but does not have to be. It is also limited to 15 characters.

- If you have no preference for a selection #, please make this field the same as your master ID number. This ensures efficient order processing in our system.

- The MOST efficient system is to refer to all parts of a single order using the same ID number. (e.g., Master# PO-CD1225, Material# PO-CD1225, Selection# PO-CD1225).

### VERIFY TO PROOF

- WAIVED  
 REQUIRED

### CD SCREEN PRINT

- STANDARD PRINT  
 PRINT TO CENTER WITH KNOCKOUT FOR STACKING RING  
 PRINT TO CENTER WITHOUT KNOCKOUT FOR STACKING RING  
(REQUIRES PRINT DEVIATION AGREEMENT)  
 METAL TO CENTER (REQUIRES FULLY METALIZED DISC)  
 CLIENT SUPPLIED FILM  
 COLOR PROOF AND SEPARATED LASERS ENCLOSED  
 MUSICTODAY.COM GENERATED FILM

### PROOFING REQUIREMENTS

- MUSICTODAY.COM TO PREPARE:  
 DIGITAL COLOR PROOF  
 MATCHPRINT  
 BLUELINE  
 PMS COLOR ON EACH PIECE OF FILM  
 MATERIAL NUMBER ON FILM  
 DIAMETER OF CENTER HOLE: 20MM  
 FILM: EMULSION UP/POSITIVE  
 1 POINT TRAP APPLIED WHENEVER CONDITIONS PERMIT  
 REGISTRATION MARKS PRESENT  
 FILM OUTSIDE DIAMETER: 116MM MAXIMUM  
 FILM FREE OF SCRATCHES/DENTS

### CD JEWEL BOX PRINT MATERIALS

- STANDARD PRINT  
 CLIENT SUPPLIED FILM  
 COLOR PROOF AND SEPARATED LASERS ENCLOSED  
 MUSICTODAY.COM GENERATED FILM

### PROOFING REQUIREMENTS

- MUSICTODAY.COM TO PREPARE  
 DIGITAL COLOR PROOF  
 MATCHPRINT  
 BLUELINE  
 PMS COLOR ON EACH PIECE OF FILM  
 MATERIAL NUMBER ON FILM  
 FILM: EMULSION DOWN/NEGATIVE  
 1 POINT TRAP APPLIED WHENEVER CONDITIONS PERMIT  
 REGISTRATION MARKS PRESENT  
 1/8" BLEEDS ALL FOUR SIDES  
 TYPE NO CLOSER THAN 1/16" TO FOLD AND TRIM ON BOOKLET/FOLDER  
 TYPE NO CLOSER THAN 1/32" TO PERF AND TRIM ON TRAY CARD  
 FILM FREE OF SCRATCHES/DENTS