Estimate Request
Customer data is input into our MIS system and the project information is run through our estimating software, PACE

Quote
PACE generates the quote which is then reviewed and sent to the client by one of our customer service representatives

Price Approval
The customer either makes adjustments to the project based on the quote or accepts it and the project moves forward

Job Ticket Submission
A job is officially created in our system which enables us to track its progress through the printing process, who works on the various aspects of the job, how much time is spent on each portion, and keep on top of due dates and timelines

Receive Files
Files are received as either native files or PDF documents via FTP or email, or are created in-house

Preflight Check
Our software checks for missing fonts, spot colors, color profiles, low-resolution images, and other troublesome errors to ensure the quality of the final product

Proofreading
We proofread for grammar, syntax, spelling, and intent, as well as look for text and picture alignment, color, design, and clarity throughout the piece

Soft Proof
We generate a PDF proof to send to our clients and keep for reference

Hardcopy proof
A hardcopy proof of every piece is created as a reference for the finished project. This proof will include accurate color, size, and finishing

Proofreading
The hardcopy proof serves as another opportunity to catch errors before the job is sent to the press. It is looked over for spelling and grammatical errors, issues in folding or binding, and proper size and layout, as well as to confirm that any customer-requested changes have been made

Imposition & Rendering
Files are input into our imposition software to guarantee correct page placement and optimal paper use, as well as manage color profiles so that your piece is as perfect as possible

Plated
Each piece is plated using automated software designed to make each plate flawless and affordable

Make-ready
Our pressmen prepare each piece carefully by ensuring that the press is ready for the correct paper size and weight, that the colors are balanced and accurate, and that the plates are all properly aligned

Press Check
We do one final check on the press to ensure that the final product looks as it should

Printed on Press
The project is run on one of our four Heidelberg Speedmaster offset presses or digital presses while being constantly monitored by one of our pressmen for color, consistency, and clarity

Finishing & Bindery
Any final effects are put into the piece such as die-cutting, embossing, and scoring, then it is cut down to size and folded, stitched, and assembled, and any mailing information is added to it.

Quality Control Check
A final quality control check ensures that the piece matches what the customer requested, has great color, is properly folded, and will exceed expectations

Packaging & Shipping
The finished pieces are boxed up and transported by our delivery truck, delivered by UPS, or picked up by the client