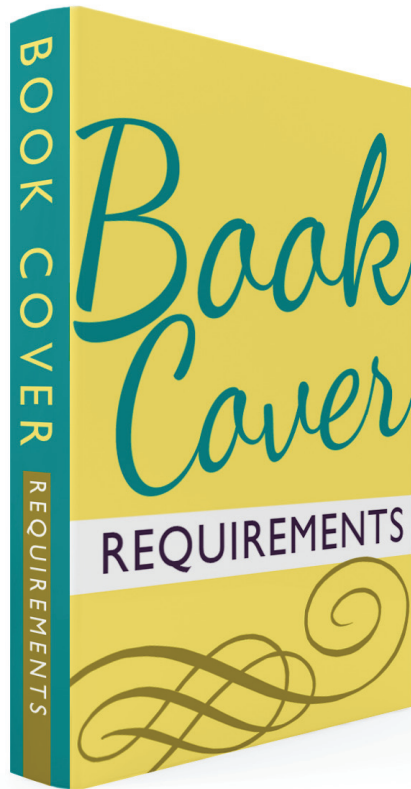


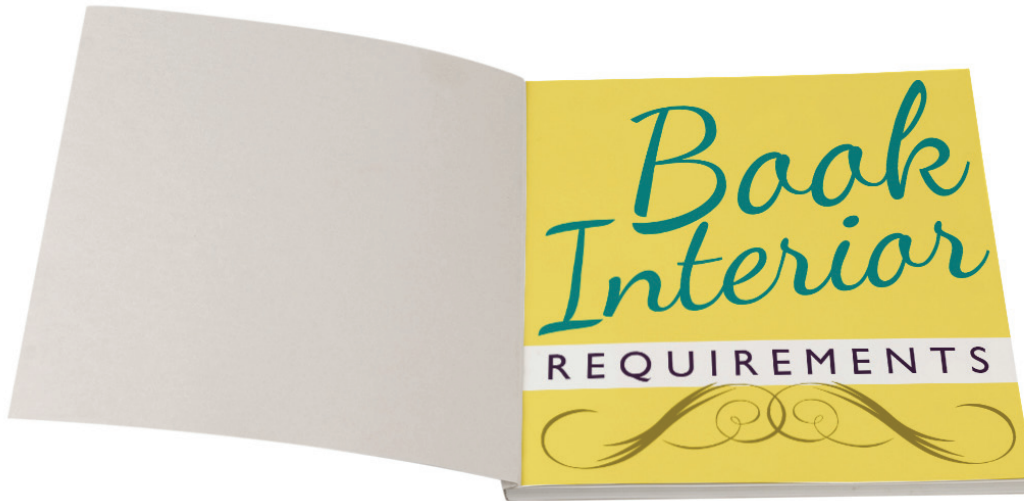
VERVANTÉ Vervante Specifications for Book Text and Cover Files

The publishing industry requires that all books adhere to certain standards. The following is a complete list of specifications provided that either you or your graphic designer can use – or you can work with our graphic design team to ensure that your final product meets all of the following requirements.



- The title and author name must be present on the front cover of your book and must match the information you provide Vervante when you upload and submit your files via your Author Dashboard.
 - If including the retail price on the cover, it must exactly match the retail price you have set for the book. Vervante does not determine retail prices.
 - Keep all important text and images at least 0.375" (.25" bleed area + .125" safety area) from all sides (including the spine) of the cover. This area may be trimmed off or obscured by the cover bend.
 - Spine text must be at least .0625" away from all edges of the spine. There cannot be any spine text on books with fewer than 80 pages.
-
- All book covers that will be sold and distributed via retail channels of any kind must include a correct 13-digit ISBN/EAN
 - Bar codes must be provided in black and white and should be 1.75" wide by 1" high.
 - **Perfect Bound Covers:** The cover for a perfect bound book is actually one large sheet with back cover, front cover and spine included. The cover should be set up to include all in one file. Complete directions and templates available on the Vervante web site's "Print Specs & Templates" page.
 - **Saddle Stitch Covers:** The front and back cover for saddle-stitched books is actually one large sheet – the back cover and front cover together in one file. For example, if the finished book size is 8.5 x 11" then the final supplied PDF should be 11 x 17," including back and front covers as one continuous page, including crop marks. Complete directions and templates available on the Vervante web site's "Print Specs & Templates" page.
 - **Spiral Bound Covers:** The cover should be a single page PDF for the front cover and a single page PDF for the back cover. Complete directions and templates available on the Vervante web site's "Print Specs & Templates" page.

VERVANTÉ Vervante Specifications for Book Text and Cover Files



- Text files must be set up at the final trim size of the book. For example, if the book is 8.5 x 11," the page size should be 8.5 x 11."
- Final print-ready PDFs must include crop marks and .125" bleed.
- Final PDF must be saved/created as "PRESS QUALITY PDF."
- Please be sure to use hi-res images 300dpi minimum. Final files that are supplied with lo-res images will result in poor quality printing.
- The final PDF document should be set up as individual pages and not as spreads.
- The final PDF must be distilled using Adobe
- Remember to embed all fonts (and all font family members used) when distilling the PDF.
- Printing is not available on the inside of front and back covers for perfect bound books. This means your first page starts on the right hand side.
- Your book should have a Title page, which must match the specific information you provide when you upload your book via your Vervante Author Dashboard.
- Your book should have a Copyright page with your correct 13-digit ISBN/EAN and a copyright notice. The Copyright page must come after the Title page. Example:

© 2012 Vervante Author. All Rights Reserved. ISBN 978-1-234-56789-1

- We recommend that the final page of each book must be completely blank. No page numbers, headers, footers, lines, etc.
- Margins must be at least .5" on all sides. The left margin must be equal to the right margin, and the top margin must be equal to the bottom margin.
- Depending on the binding style selected, a gutter, or additional left margin, may be added to the document.
- Page numbering must be correct. No page numbers may be skipped or repeated. A page can go without a number, but it must be counted and consistent. Each page must have only one page number. If you include a table of contents, the pagination in your manuscript must match the pagination in the table of contents.
- If any page in the book will have color or images that extend to the edge of a page (full bleed), format the entire document according to the full bleed specifications.
- Text must be clear and readable, no overlapping text layers, cut off text, or poorly scanned text images.

All files that are not supplied according to these specifications are subject to additional production charges.