

*** Note these rules are for standard electronic files and Printready PDF files.

	# of Pages	Minutes
Pre-Flight	1-64	30
	65-128	60
	129-192	120
	192+	180

	Minutes	
Planning	First Form	20
	Additional like forms	10

*Planning time is needed even if the form is not printing. IE Diecutting only.

	Minutes/ page	Minimum Mins per Component
File Assembly	1 Color	30
	2 Color	30
	3 Color	30
	4 Color	30
	5 Color	30
	6+ Color	30

Misc.	Strike-Thru Varnish	Add 4min/pg to above standard
	Spot Varnish	figured as a color (4cp +Spot Varn = 5c Assembly time)
	OA VARNISH	0

Dieline (Diecutting, Patern Perf, Etc)	30
OSS (Foil, Emboss, Spot UV,Etc)	30
Cyrel Plate	30
Straight Line Scoring/Perfing Only	10

Ganged Forms: If you have more that 12 versions of like items ganged on a sheet, they MUST be all the same size.

**** Use a Maximum of 60 mins per side for File Assembly

Example: SW 1up e/o 25 Business cards 4cp 2 sides

Pre-Flight 30 (50pg time)
File Assembly 120
Planning 20

Docutech & Laser	Pre-Flight	See Above Standards	
	Assembly	30 Sec per Page	10 Minute Minimum
	Planning	0	

Indigo & V-Web	Pre-Flight	See Above Standards	
	Assembly	60 Sec per Page	10 Minute Minimum
	Planning Indigo 7500	10 Mins	regardless of # of like forms
	Planning Indigo 10,000	20 Mins	regardless of # of like forms
	Indigo Specialty	PMS or Opq White	Per job Only

Jet	Pre-Flight	10 Mins	
	Assembly	10 Mins	
	Planning	0	