



Print Management

Turning your ideas into printed reality

Print management

Melbourne Mail Management provides a complete range of print management services that enable quick, accurate turnaround

of materials. Our experience in the print industry enables us to provide our clients finely printed and cost effective materials.

File Submission

Moving large files that can't be emailed can be a slow painful process.

Melbourne Mail Management have invested heavily on easing the burden for you our valued customer by providing as many varying methods of supplying your file to us as possible!

- FTP
- Upload
- CD / DVD
- Flash Drive
- Zip Disk
- Floppy Disk
- Email

Industry Knowledge

With our cutting edge industry knowledge we can bring your wildest ideas to life! Using our comprehensive briefing processes, we will assess what the job entails and suggest the best:

- Paper Stock
- Printing Process
- Finishing Touches

Desktop Publishing

From changing names on a business card through to a brand new corporate identity Melbourne Mail Management has the facilities and know how to make your ideas into reality with out design and desktop publishing services:

- Make amendments to existing artwork
- Fix files that are not print ready
- Maintain your branding with high quality design

Proofing

Making sure your proof is error free before it goes to print is a huge task... Melbourne Mail Management have put together a seamless proofing method that can be tailored to suit your individual needs.

Hard copy proofing – for larger jobs where colour is a consideration. The proofs are generated by the printer and calibrated to the press they

will be printed on. Depending on the urgency of the job the proof can be express posted or couriered for your approval.

Digital proofing – For smaller or more urgent jobs. A PDF proof can be sent for proofing purposes, while the colour isn't 100% accurate it is perfect for checking resolution and text run on instantly.

Specialised Printing

Melbourne Mail Management can give you sound advise on the best way to make your advertising stand apart from your competitors with the particular budget you have to work with.

- Spot or Process Colour Printing
- Lamination / Coatings / Cellosheen
- Spot Varnishing
- Embossing / Debossing
- Die Cutting

Quality Control

We understand that not everyone has the time, knowledge or inclination to carry the burden and expense of a printed campaign. Melbourne Mail Management relieves that burden for

you, we take the worry out of a printed campaign with our proofing processes and quality control. We will make sure your job is produced and delivered on time and budget with 100% quality.

