

June 2025

Circ. nr. 6 – Digital Print Projects – Operational Guidelines

With regard to digital printing projects, we kindly ask you to review the steps and operational instructions governing the entire process — from the receipt of graphic files to the management and monitoring of the order.

This procedure is intended to ensure an efficient workflow, full compliance with technical specifications, and clear, effective communication between all parties involved.

1. Consultation of "Digital Factory" Guide

During the file creation process, we recommend inviting the customer to consult the comprehensive "Digital Factory" guide available at the following link: <https://abetlaminati.com/abet-digital-upload/>. This guide provides detailed information regarding potential issues, technical limitations, or specific requirements related to the printing process.

At this stage, it is necessary to complete the Q075 rev.5 form (attached) in its entirety, specifying all the characteristics of the project, along with the request for preliminary samples needed for customer verification and approval before production.

The completed form must be sent to the relevant Customer Service contact, who will register the request in the system and assign a project number. This number will be indicated on samples, production orders, delivery documents and the invoice.

2. Order confirmation and sending of the form for uploading graphic files

The Customer Service will send a confirmation email to the customer including the order number and the link to the Abet Digital Upload page (<https://abetlaminati.com/abet-digital-upload/>), where, by filling out the form, will receive the link to the upload area for graphic files.

3. Uploading graphic files

The customer will proceed with uploading the graphic files using the link received from DigitalFiles@abetlaminati.com. It is essential to ensure that the files comply with the technical specifications outlined in the "Digital Factory" guide in order to guarantee print quality.

The order will then be sent to production, and the Digital Printing Department or the assigned sales representative will keep the customer regularly informed about the progress status.

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