El Paso PAPER BOX	**F.8.6.1.1 PLATES PREPARATION CHECKLIST**	**REV.: A** **DATE: 04/15/2026** **OWNER: Quality Manager**

CUSTOMER: _____ **JOB NUMBER:** _____ **DATE:** _____

PART NUMBER: _____ **REV:** _____ **NEW** ☐ **REPEAT** ☐ **REVISED** ☐

JOB TICKET & PROOF VERIFICATION *(to be completed by Graphic Artists)*

GENERAL INFORMATION	All instructions on the job ticket have been read and understood.	☐ Y ☐ N/A Initials _____
PHYSICAL STANDARDS	Job ticket contains a physical sample, proof and color standard	☐ Y ☐ N/A Initials _____
DIGITAL MATCH	Verified that the latest approved proof matches the part number and revision level on the job ticket	☐ Y ☐ N/A Initials _____
GLOBALVISION	Job has been electronically compared and checked on GlobalVision	☐ Y ☐ N/A Initials _____

TECHNICAL VERIFICATION *(to be completed by Graphic Artists)*

DIELINE ACCURACY	Verified that the vinyl/die-cut layout fits the image and copy correctly.	☐ Y ☐ N/A Initials _____
COPY & KNOCKOUTS	All text, logos, and knockouts have been verified against the approved proof.	☐ Y ☐ N/A Initials _____
COLOR BARS	Correct color bar (including specific spots for spectrophotometer readings) is present on all plates.	☐ Y ☐ N/A Initials _____
UNWANTED MARKS	Verified that no registration marks, crop marks, or unwanted images are within the live printing area.	☐ Y ☐ N/A Initials _____

PLATE PHYSICAL VERIFICATION *(to be completed by Plate Makers)*

IDENTIFICATION	Plates are clearly labeled with: Customer Name, Part #, Vinyl #, # Up, and Ink Color.	☐ Y ☐ N/A Initials _____
PLATE COUNT	Verify that all required inks, varnish/ coating or spot varnish plates have been imaged.	☐ Y # Plates Burned _____ Initials _____
SURFACE QUALITY	Plates are clean, free of scratches, blemishes, or "picking."	☐ Y ☐ N/A Initials _____

QUALITY CONTROL MEASUREMENTS (Dot Gain) *Capture Dot Gain readings for each color to ensure plate curve accuracy*

COLOR	25%	50%	75%

COMMENTS

GRAPHIC ARTIST: _____ **PLATE OPERATOR:** _____

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