

Save your letterheads from disaster!

One big mistake in letterhead printing is to send designs to the printers that are not still apt for mass production. You will be surprised as to how many people accidentally print letterheads with design and content that still have mistakes or that might have severe implications to the business image of the company. If you want to save your color letterheads from this kind of disaster, I have here a few tips that you can follow that should give you some sense of security and confidence in your letterhead design. So make sure you read and understand. Let's go.

- **Proofreading expertly** – When it comes to proofreading your custom letterheads, you must not merely glance over it. This is your professional or business image on the line here. You have to always proofread your letterheads expertly and thoroughly to make sure that the content and the design is up to the professional standards of the time.

To proofread custom letterheads in an expert manner, you should try doing at least three proofreading sessions of your letterheads. Examine both the content and the design separately, and compare it with other people's letterheads. If possible have other people to the proofreading for you so that they can have an unbiased approach to proofreading, making sure that they get the errors that you yourself probably missed. In this way, you will know that your letterheads will be spotless and should be apt for real letterhead printing.

- **Testing printing** – It is also good to try to do some test printing of your letterheads first. In my experience some things in the monitor translate differently once you see it in real life print. That is why it is always good to see your letterhead printed out first, even as a draft using your own color printer. You might see some layout errors, or even spelling and content errors that you would not otherwise see in the monitor. So try to test print your letterheads just to see how they will look like.

- **Testing reactions** – Of course, you might want to also show your draft custom letterheads to other people to test their reactions. Try to get the opinion of your close colleagues, family members, friends and even some acquaintances. Get people of different backgrounds and ages to comment on your custom letterheads. They will give you valuable feedback that should help you discover mistakes and points of improvements in your color letterhead design. Of course, try not to be offended, treat every comment as constructive criticism of course.

- **Comparing contemporaries** – It is also good to actively compare your letterheads with its contemporaries today. This can be done easily by just doing a Google search of other people's letterheads. This should let you easily judge if your design is competitive enough to impress people in your industry. So search for letterheads online and see what comes up. You might even get new and great ideas to improve your letterhead designs.

- **Checking durability** – Finally, check your printing options if you chose the best most durable option for your letterheads. You will want your letterheads to at least be resistant to common moisture, dirt and physical damage. The tougher your letterhead material becomes, the longer it will look fresh and brand new. This will help you prevent any kind of disaster where your letterheads will look cheap and battered no matter what mail or courier service you send your letter in.

So go forth and save your custom letterheads from disaster. Use the tips above to ensure that your letterhead printing and design does not have any mistakes. Good luck!

About the Author

Troy Duff works as a businessman and currently runs a printing company that offers [letterhead printing](#), banners, magazines, flyers, door hangers, bookmarks, poster templates, [letterheads](#), print newsletters and other printed ads.

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