

Prime Package & Label FTP Instruction

Prime Package & Label has public and private FTP site with protection of our private account customers.

If you plan on connecting to our FTP servers on a regular basis, we would suggest getting a good FTP client. They make the task of uploading or moving files much easier than a web browser.

Free FTP Client you can download: FileZilla (Win), Cyberduck (Mac)

<http://filezilla-project.org/>

http://www.apple.com/downloads/macosx/internet_utilities/cyberduck.html

It is very important when sending your files to us that once you have everything (images, fonts, and documents) gathered into one folder that you name that folder using no spaces or special characters. Then this folder must be either zipped or stuffed.

If you get an error while trying to upload your files it is usually because your folder is not stuffed or zipped and that you have spaces or special characters in the name.

If you are just sending just a PDF file of your job, just rename it and upload it. There is no need to put it in a folder.

Uploading art to PPL FTP site:

- Art folder should be compressed.
- Include a PDF file of the art for quick visual identification
- Please include all fonts used

Once files are sent to the FTP, please e-mail notification to the appropriate PPL personnel.

FTP Address: <http://70.248.136.8>

Port #: **21**

FTP Login ID and password: Please contact your PPL sales representative to set up a log in.