









Rasmussen Company






THE COOKBOOK PRINTER

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Do

-  Type or handprint **neatly** and **legibly**.
-  **Clearly** type or handwrite your name exactly as you want it printed with your recipe.
-  Type or handwrite your recipe on a standard letter size piece of paper (8 ½" x 11"). All recipes must be submitted on the same size piece of paper.
-  If you submit typed recipes, use an easy-to-read font (e.g. Arial or Helvetica) set to 12pt in size and use black for the font colour.
-  Recipes on odd or small size sheets of paper (e.g. index card) can just be taped onto a letter size sheet of paper.
-  Incorporate all cooking/baking times and temperatures in your recipe directions. Do not list these separately, as they may be omitted from the recipe.

-  Use one recipe sheet or page per recipe.
-  It is recommended that you list the ingredients in the order that they are used in the recipe.
-  Write your recipe directions in paragraph format, the way you want them printed in the cookbook.
-  For long recipes, continue the recipe onto the back side of the page. Do not staple an extra sheet of paper to the recipe form, as it may get separated from the first page.
-  **Most importantly... check your recipe for legibility and proper spelling, and that your ingredients and recipe directions, including all quantities and measurements, cooking times and temperatures, etc., are complete and correct.**

Don't

-  **You do not** have to use the Recipe Sheet that was provided in the information kit or that is posted on our website. But many people find it convenient to use.
-  **You do not** have to retype recipes you receive that are handwritten. As long as the writing is neat and legible they can be submitted as received. Besides, why do you want to spend your time typing up recipes?

-  **Do not** write in all uppercase, particularly when writing or typing your name.
-  **Do not** submit recipes in children's handwriting as it is very difficult to read.
-  **Do not** include more than one recipe per page.
-  **Do not** use abbreviations or shorthand in your recipe, as our typists may not know what the abbreviation or shorthand stands for.