

Artwork Guidelines

- ✓ Acceptable ready to print logo
.ai .eps OR .pdf vector line art
300dpi image resolution



- ✗ Non-Acceptable logo
72 dpi image resolution

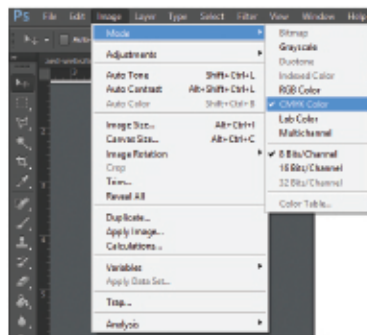
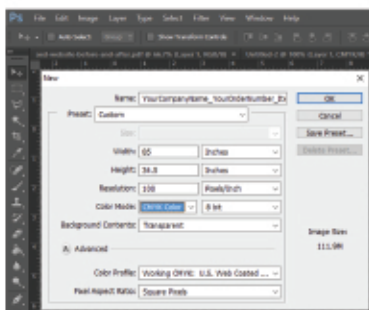


Photoshop Users

Whether you use our templates or you create a new document, please make sure the dimension of your file is the exact size of the product templates finished size.

Photoshop Tips:

Image Resolution: photos and graphics need to be 100-150 DPI at full size
Save as: layered Photoshop (.PSD) file extension
CMYK color profile



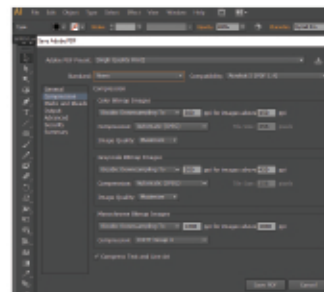
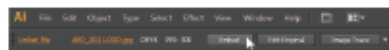
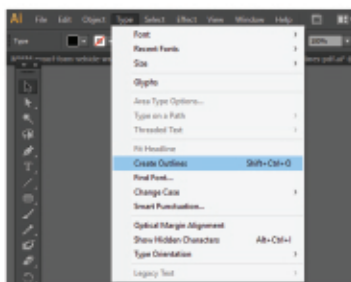
Illustrator Users

Whether you use our templates or you create a new document, please make sure the dimension of your file is the exact size of the product templates finished size.

Illustrator Tips:

Convert all text/fonts to outlines
Embed all images

Image Resolution: photos and graphics need to be 100-150 DPI at full size in CMYK
Save as .AI, .EPS OR .PDF file extensions
DO NOT SAVE WITH COLOR BARS, CROP MARKS OR THE TEMPLATE SHOWING



Adobe Photoshop

Resolution must be created at a minimum of 100-150 dpi at full size. You may save as a .psd, .pdf or .tif.

Adobe Illustrator

Convert all fonts to outlines and embed all images.
Make sure overprint is turned off. You may save as .ai, .eps, or .pdf

Adobe InDesign

Convert all fonts to outlines and embed all images.
Preferred method is to save as PDF at 'High Quality Print' Setting, no compression.

PDF Adobe Acrobat

All PDF's must be set to 'High Quality Print' setting, no compression.

A Ready to Print File consists of

- ✓ Correct product template is used & template layer is OFF
- ✓ 100 - 150 dpi images (at full print size)
- ✓ All images embedded
- ✓ Fonts converted to outlines
- ✓ Pantone Coated (C) references - where appropriate
- ✓ Saved with NO color bars
- ✓ Saved with NO crop marks
- ✓ CMYK color profile

Color tip: for a Rich Black use these values: C:63, M:52, Y:51, K:100.
Please note: all products are printed in CMYK process only. PMS colors are used to identify which CMYK formula best approximates the PMS color requested. If a specific color match is required, please request a printed sample (costs vary).

Files we DO NOT accept

- ✗ Incorrect or NO template used or template layer is ON
- ✗ Low resolution (as pulled from a website page)
- ✗ Any file created in a word processing program
- ✗ Fonts missing from Illustrator or PDF files
- ✗ Saved WITH color bar
- ✗ Saved WITH crop marks
- ✗ RGB color profile
- ✗ DO NOT save your file at 300 dpi as that is used for smaller print

How to Submit Your File

Prior to sending your completed files, please begin by placing your order and obtaining an Order Number. View [How to Order](#) details now.

Saving your file TIP:

YourCompanyName_YourOrderNumber_ItemNumber.file extension.

We have an online Artwork Upload FTP to send us your artwork files for printing. Once your file has successfully uploaded, you will receive a confirmation by e-mail starting the E-Proof process.

BE SURE TO INCLUDE THE FOLLOWING INFORMATION:

- ✓ Contact email address
- ✓ Order/Estimate number
- ✓ Company name
- ✓ Contact name
- ✓ Phone number

If applicable information is not entered, we will wait to download your file until we receive the necessary details.

An eProof will be sent within 24 hours to the email address provided to obtain your final approval to proceed with printing.