

For Digital Artwork

Please include the following with your print order:

- Accurate color hardcopy for reference.
- Pantone colors that need to be matched.
 - Some Pantone colors fall outside the process color gamut.
 - Matching Pantone colors may affect your turnaround time.
- Layout sheet in hard-copy or PDF form. Your layout sheet should include finish size, crops, finishing information.
- Any other information needed to complete your job.

The guidelines below must be followed in order to complete your job in the expected time frame. Any additional file handling will result in extra charges.

Raster

A separate file is requested for each layout containing ALL and ONLY the content of the printed piece.

- Color Space - CMYK..... Rich Black - 50C, 50M, 50Y, 100K
- Scale..... 1/1 or 1/10
- Resolution (pixels per inch)..... @ 1/1 scale 75 ppi | @ 1/10 scale 750 ppi
- Bleed..... 2 inches top, bottom, left and right
- Fonts..... All type usage must be rasterized
- Format..... Flattened file (one layer) saved as .tif
(Do not include your crop marks in the flattened print file)
- Color Profile - U.S. Web Coated (SWOP) v2

Vector

A separate file is requested for each layout containing ALL and ONLY the content of the printed piece.

- Color Space - CMYK/Pantone Rich Black - 50C, 50M, 50Y, 100K
- Scale 1/1 or 1/10
- Resolution (pixels per inch) @ 1/1 scale 75 ppi | @ 1/10 scale 750 ppi
- Bleed 2 inches top, bottom, left and right
- Fonts All type usage must be outlined
- Support Art (placed images) Must be embedded and include all place images in a separate folder named “links” when uploading art
 - All shadow, blur and glow effects must be placed artwork
 - All patterns must be expanded

PDF

A separate file is requested for each layout containing ALL and ONLY the content of the printed piece.

- Color Space - CMYK/Pantone Rich Black - 50C, 50M, 50Y, 100K
- Scale 1/1 or 1/10
- Resolution (pixels per inch) @ 1/1 scale 75ppi | @ 1/10 scale 750ppi
- Bleed 2 inches top, bottom, left and right (must set document size at bleed before saving as pdf)
- Fonts All type usage must be outlined or embedded
- Support Art (placed images) Must be embedded and include all place images in a separate folder named “links” when uploading art
 - All shadow, blur and glow effects must be placed artwork