



Electronic File Specifications

1. ALWAYS SEND A PRINTED COPY OF THE ARTWORK OR A JPG PROOF, SO WE CAN TELL IF WHAT WE OPEN FROM THE DISK IS WHAT WAS INTENDED.
2. ON THE HARD COPY, LIST ALL COLORS USED. PLEASE USE EITHER THE CMYK MIXTURES OR THE PMS CHART COATED.

WE HAVE IBM COMPUTERS AND USE THE FOLLOWING PROGRAMS:

COREL DRAW X4
ADOBE ILLUSTRATOR CS3
ADOBE PHOTOSHOP CS3
SCANVEC/AMIABLE FLEXI SIGN PRO

IF YOU USE A PROGRAM NOT LISTED ABOVE, PLEASE SAVE YOUR FILE IN ONE OF THE FOLLOWING FORMATS (LISTED IN ORDER OF PREFERENCE):

- A. ADOBE ILLUSTRATOR PC (AI)
- B. EPS
- C. high resolution TIFF
- D. high resolution JPEG
- E. PDF

DO NOT SEND MS WORD, MS PUBLISHER or PRINTSHOP documents, WE CAN NOT WORK WITH THESE.

QUARKEXPRESS, ADOBE PAGEMAKER or INDESIGN FILES will be acceptable but require extra work on our end, extra charges will apply.

WHEN SENDING VECTOR-BASED FILES, ALWAYS CONVERT TEXT TO OUTLINES. **EVEN THOUGH WE CAN READ MAC FILES WE CANNOT INSTALL MAC FONTS ONTO OUR COMPUTERS.**

3. ALL BITMAP GRAPHICS (PHOTOGRAPHIC IMAGES) MUST BE AT LEAST **300 DPI**. WHEN DOING ARTWORK, USE A SCALE THAT WILL ALLOW THE DESIGN TO BE AS LARGE AS POSSIBLE ON AN 8.5" X 11" PIECE OF PAPER.
4. MEDIA TYPES ACCEPTED: DVD, or CD-ROM. WE CAN READ BOTH IBM AND MAC DISKS. ELECTRONIC UPLOADS OF THE FILES OR E-MAIL TRANSMISSION IS PREFERRED
5. WRITE THE COMPANY NAME, CONTACT NAME, AND PHONE NUMBER ON OUTSIDE OF THE DISK.