

## Artwork Submission Specifications

Our Graphics Department is capable of handling most kinds of digital art files. We create, support, and convert files for Large Format Printing from the following applications:

- Adobe Photoshop CC2015 or prior
- Adobe Illustrator CC2015 or prior
- Adobe InDesign CC2015 or prior

**Adobe Illustrator .eps (or comparable) files are the most ideal for large format reproductions. These “vector-based” files can scale to larger sizes without any image deterioration.**

**Accepted final file formats include: .psd, .eps, .ai, .ind.**

**All images included in files must be in CMYK. Please convert all TEXT to paths or outlines to ensure font compatibility. Fonts may also be sent in PC format in lieu of creating paths or outlines.**

(Please ask your sales person if you have files created by programs other than what is listed.) If you create artwork in any other application, please convert the final file to a Press Quality PDF.

**File Size:** Files should be created to at least 1/4 or 25% scale of actual banner size i.e. if banner size is 10' x 10' (120" x 120" inches) then the artwork should be 30"x30" at 300 DPI. If assigning PMS build colors, please provide Pantone color as all jobs are printed in CMYK 4 color process.

**All jobs should include a color proof, when applicable.** If a print out is not received, the customer must sign off on the job before work can begin. Please be aware that color laser printer or desktop inkjet printers do not print accurate colors and therefore cannot be used for color matching purposes.

**For a small fee, your artwork can be printed for matching purposes on the actual material you are purchasing. Proofs are approx 12" x 12" and can provide most of your image in a small version or a cropped portion of the image at actual size.**

**File Transfer:** (We highly recommend using a compression program, such as WinZIP, before uploading.)

Any file smaller than 10MB can be emailed to the salesperson handling your account.

Any file larger than 10MB but smaller than 100MB can be uploaded to our FTP server (please ask for instructions).

Any file larger than 100MB must be burned to a PC formatted CD-ROM or DVD-ROM.

### **IMPORTANT NOTE/DISCLAIMER:**

We are unable to detect corrupted or flawed files until the time of printing which can be the day before or the day of promised completion. Due to this fact, we ask that you prepare your files according to these specifications to avoid any delays. If you feel you need additional information or want to verify proper preparation, please call your sales representative.