



Frequently we get asked how to bring Value to our Clients needs by reducing "design" and "Artwork / File Set Up" fees.

Please see below guidelines to follow otherwise we inform you that outside of the requested forms we will have "File Design Work Time" on your file(s) thus charges may apply in 1/2hr increments for design / file preparation to be able to produce signs.

By far the simplest option would be storing the file – or files – you want to share in a cloud storage service like Dropbox, Google Drive, or SkyDrive. Share the file with us and our Team, send us a little note via e-mail to inform us that the file has been sent. We'll click the link and download the file directly to our computers.

ARTWORK SPECIFICATIONS

FOR ALL LARGE FORMAT AND DIGITAL PRINTING

A file for ready art requires being...

MEDIA:	CD / DVD / Thumb Drive / Cloud File Sharing Device
PLATFORM FORMATS:	PC
FILE FORMATS:	Adobe Illustrator (.ai or .eps) Adobe Photoshop (.psd) High Resolution Adobe File (.pdf) Corel Draw (.cdr or .des) *ALL OTHER FORMATS PLEASE CALL
PHOTOS:	High Resolution TIF or JPEG *All images should be 300 dpi or at least 150 dpi original actual size
FONTS:	All fonts MUST be set to OUTLINES, or font files must be included
COLOUR:	If a specific colour is required please provide the Pantone code and the CMYK equivalent. If colour matching is required please provide a sample
FILE SIZE:	We can accept artwork at 25% of the full size provided the text is in vector and images are of high resolution
FILES TO INCLUDE:	Coloured proof of each job (printed or PDF) All supplementary graphics used in the project (i.e. Linked files) ¼" Bleed all around

ANY QUESTIONS OR CONCERNS PLEASE CONTACT OUR OFFICE AT...

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