

GUIDELINES FOR SUPPLYING ELECTRONIC ARTWORK

Please note that you do not have to submit artwork prior to receiving a quote.

ACCEPTED COMPUTER FILES:

We recommend that you send your file as an **eps** or as a **high dpi tiff** for the best image.

- **Quark 6.2 or lower**
- **Illustrator CS3 or lower**
(For CorelDraw files: please convert images into outlined eps files before sending.)
- **InDesign CS3 or lower**
(Please convert all fonts to outlines, because fonts may become altered from computer to computer.)
- **PDF files**
(Please send one PDF file in black and white for each ink color on the tag. On the PDF, please note the actual colors for the tag.)
- **Microsoft Word or Excel files**
(We do not accept Microsoft Publisher files)

PREPARING YOUR ELECTRONIC FILE:

- Your file must be at least 300 dpi, or dots per inch. Anything under that will not produce a good image. For the best quality, the image should have a resolution of at least 600 dpi.
- Low resolution files such as .jpeg, .gif, and .pict will not produce a good image.
- You must provide all artwork files, including placed or imported art.
- Your artwork must be submitted at the size you want for the final product.
- Your artwork should have an additional .125" on each side of your tag. This bleed line ensures that your image will not get cut off.
- Following these instructions does not guarantee that the art will print. Our graphics department will check all artwork files before going to print to make sure we produce a quality product.

PLEASE MAKE COPIES OF THE IMAGE YOU SEND TO US. WE ARE NOT RESPONSIBLE FOR LOST OR DAMAGED FILES.