

File Preparation Guidelines

- Copy should be converted to Curves/Outlines.
- All strokes being used as design elements should be converted to Outlines.
- When creating borders, try to use either the Offset or Contour commands.
- Where applicable, Weld overlapping shapes together.
- Check all artwork in Outline mode, in detail, to ensure clean art. It is advisable to remove excessive nodes and smooth lines or curves.
- When choosing a color palette, try to use PMS Solid Coated, 1-Shot Paint or 3M vinyl color codes. Other palettes may be used but the matching to our paint system may not be accurate. If possible, sending actual color chips may be useful.
- Refrain from using colors on your monitor as an absolute. Different monitors will display color differently.
- When sending artwork as a .PDF file, please send individual pages rather than multi-page documents.
- All non-vector print files should be sent as a .TIFF with a minimum resolution of 72ppi at 100% size.
- Files should be sent in the following format: PLT, GAD, AI or EPS.

These guidelines are in place to streamline the production process and protect you, the customer, of any changes to the intended design.

**The software commands listed above are general commands as each program uses its own terms.*