General Artwork Guidelines

Please supply artwork with the following:

- ✓ The correct file format as either PDF or illustrator EPS files. Please note we do not accept: low resolution PDFs, Word, JPEGs, ExCel, PowerPoint or Publisher files.

- ✓ Flatten all layers in your file - top tip, always make sure you save a copy of your file before doing this as once you flatten all layers you may not be able to edit it.

- ✓ Resolution must be at 300 dpi at 25% of output size

- ✓ Supply artwork in CMYK

- ✓ All Pantone colours will be converted to CMYK

- ✓ Do not supply RGB images

- ✓ Do not embed images, supply them

- ✓ All text and fonts must be converted to outlines

- ✓ Some files may require a bleed, please refer to the information given on the specific product artwork template for the bleed requirements.