



Print File Requirements

To help your project print correctly and stay on schedule, please follow these file setup guidelines.

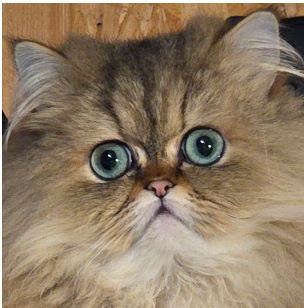
Resolution

Images should be 300 ppi or higher at final size after any scaling is applied.

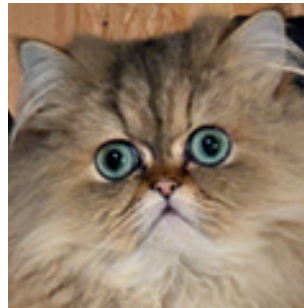
If exporting a PDF from an application that contains higher resolution images, bicubic downsampling to 350 ppi is acceptable.

Vector graphics can be scaled to any size without losing quality.

Images below 300 ppi at final size may appear blurry or pixelated when printed.



300 dpi



75 dpi

Color

Files should be set up in CMYK color mode whenever possible.

Files submitted in RGB may print differently than they appear on screen once converted for print.

Bleed and Safe Area

Files with background colors, images, or other artwork that extends to the edge should include **1/16"** bleed past the trim on all sides.

This helps prevent white edges if the final trim shifts slightly during production.

Important text and logos should be kept safely inside the trim area.



Movement
Tolerance



Final Trim/ Die CUT



Safety

Finished piece note
white space due to
lack of bleed.





Borders

If a solid border is used, we recommend keeping it at least 1/8" min from the trim edge to insure and even look.

Borders that are too close to the edge may appear uneven after trimming.

Fonts

Fonts used in the file should be provided with the file or in the adobe cloud.

If Fonts are not supplied they should be outlined to preserve appearance.

Outlined fonts limit our ability to make changes and could require the designer to make the changes.

Accepted File Types

We accept the following file types:

- Adobe Illustrator (.ai) files with fonts and images embedded, or submitted as a packaged file with all linked resources
- PDFs from Illustrator with fonts and links embedded, with Preserve Illustrator Editing Capabilities turned on if future edits may be needed
- Adobe InDesign packages with all linked files and fonts included
- PDFs from InDesign exported using High Quality Print or PDF/X-4

Other File Options

- PDFs from other applications are acceptable, but they may limit our ability to make edits and may incur art charges if changes are needed later
- Image-only files are not recommended unless no edits will be needed and the file is at least 300 ppi at final size

If Adobe software is not available, we recommend:

Canva
Affinity

Microsoft Office Files

Microsoft Office applications are **NOT** recommended for print production.

If they must be used, please provide a PDF export using the program's high quality print setting.

Additional Notes

Files that do not meet these guidelines may need to be corrected before printing. This may delay production and could result in additional art charges.