

Submitting Artwork

You may send artwork:

- via email if the file size is 25 MB or less
- on disc by mail, flash drive
- or by Hightail or similar upload site
- If there are existing print materials that you would like your banners to match, please submit copies to us before the first set of proofs are printed.

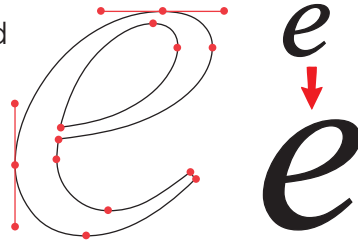
Acceptable File Formats

All artwork must be saved as Creative Suite 5 or lower

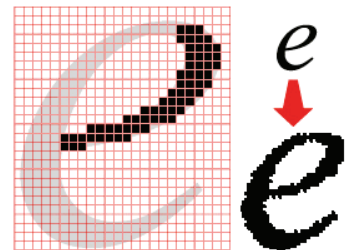
Vector *	Raster **	InDesign
.eps	.jpg	.indd
.pdf	.tiff	InDesign files must be submitted as a packaged file, with folders containing all linked images and document fonts.
.ai (Illustrator)	.psd (Photoshop)	
*All fonts must be converted to outlines or sent with an additional font files.	** Raster artwork should be saved at ¼ size, high resolution (make sure that resolution is high enough, that when sized at 100%, it has a resolution of at least 75 dpi).	

Example

Vector artwork is created by points and paths that are easily editable and can be manipulated to satisfy your banner requests. Vector files are typically created in Illustrator and saved as .ai, .eps, or .pdf.



Raster artwork is made up of many pixels resulting in an image **that is NOT editable** (cannot be manipulated in anyway). Raster images are typically saved as .jpg, .png, .psd, .tif.



Raster artwork cannot be converted, in any way, to a vector image. If you choose to use raster artwork, be aware that it will result in a low quality, highly pixelated image when scaled to accommodate the banner size.

- Editable vector artwork: .eps, .pdf, or .ai files are preferred. If raster artwork needs to be edited, our designers are available to work with you to find the best solution. An additional design charge will be imposed if the image needs to be recreated as a vector file.
- Document bleeds are not necessary when supplying artwork