

Client Artwork Submittal Guidelines

Dear Client,

To enable us to provide proper specifications and a reflective proposal, we require a digital copy of your artwork/logo for our design, quotation and most importantly, production purposes. The acceptable file formats are as follows:

- .eps (Encapsulated PostScript)
- .ai (Adobe Illustrator)
- .tiff or .psd (suitable for most 'photographed' items)
- .dxf or .dwg (contact us before sending these file types)

understand that .jpeg and .gif formats can only be used for crude visual representations—not for final production. We can only accept artwork in the above said formats, as this best suits the overall needs of the project and fabrication.

If due to email file size constraints, please contact us for FTP uploading.

It is also important to convert any fonts into outlines (objects, curves) as this will eliminate the possibility of our computer substituting your particular font(s) with one that may (or may not) be similar.

Please eliminate any logos, headers or items unnecessary to production as this uses memory and in many cases tends to be the source of our inability to read the file.

Thank you.

