

BEFORE SUBMITTING FILES

Prior to submitting your artwork for printing, please check your files carefully to confirm they do not contain any spelling or graphical errors. When we receive an order, we assume all files are print ready and we will not be held responsible for typographical errors.

FILE FORMATS & SUBMISSIONS

All files should be in vector format or at least 300 dpi with CMYK color mode. Be sure to convert all text to outlines/curves and embed any linked files. Files may be submitted via email, website, or services such as WeTransfer or DropBox.

PREFERRED FORMATS:

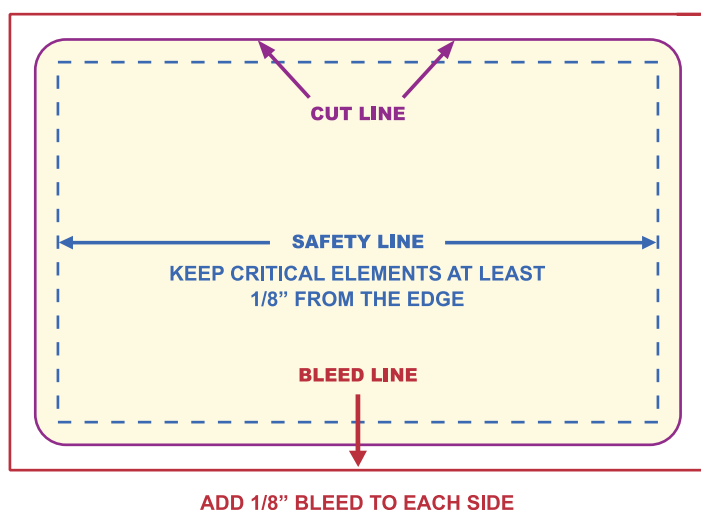
Vector or 300 dpi .pdf, .tif, .eps, or .ai. (.psd, .indd, and .jpg also accepted)

UNACCEPTABLE FORMATS:

Microsoft Word, Powerpoint, or Publisher files

SAFETY AREA & BLEED

To ensure the best possible output, be sure to keep all important content at least 1/8" from the edge of the canvas (before bleed is added) so it does not get cut during the trimming process. See below for details on how much bleed should be added to your artwork.



DIMENSIONS WITH BLEED

When setting up artwork, be sure to add 1/8" bleed on each side (1/4" total). Before exporting your files, confirm that outlines have been created on all fonts and that all linked files have been embedded.

EXAMPLE BLEED DIMENSIONS:

Product	Final Trim Size	Size w/ Bleed
CR-80 Plastic Card	3.375" x 2.125"	3.625" x 2.375"
Plastic Badge	3" x 4"	3.25" x 4.25"
Plastic Key Tag	1" x 2.375"	1.25" x 2.625"
Window Cling	3" Circle	3.25" x 3.25"
Letterhead	8.5" x 11"	8.75" x 11.25"
Decal	3" x 2" Oval	3.25" x 2.25"
Bus. Card Magnet	3.5" x 2"	3.75" x 2.25"
Indoor Magnet	4" x 7"	4.25" x 7.25"
Vehicle Magnet	11" x 24"	11.25" x 24.25"
Custom Shape Magnet	4" Square	4.25" x 4.25"
Stock Shape Magnet	ANY	Size + .25"

WE'RE HERE TO HELP!

If you have any questions regarding how to prepare your artwork or would like input on how to achieve the best possible printed piece, we are happy to help! Email questions and/or artwork to art@continentalbizmag.com