

ARTWORK GUIDELINES



FILE FORMATS

Illustrator and Photoshop files are preferred, the following are accepted:



InDesign & QuarkXPress:
Export as an outlined, high resolution PDF



RESOLUTION

Must be 100 -120 ppi at full size
Embed all images or supply all linked art files



FONTS

Convert all text to outlines or supply font(s)



COLOR

CMYK color mode
If you need to match a specific color,
provide PMS color(s)



SUBMIT ARTWORK VIA FTP

Contact your Project Manager for a custom
log-in and password

The above guidelines are designed to save you time, effort and any additional file set-up charges. Files not set-up to the above specifications are subject to incur additional costs. Graphic design services are also available at an hourly charge. A quote can be prepared upon your request.

Graphics that need to be reprinted due to GVC or GVC manufacturer error are to be reprinted exactly as supplied/approved, rather than an opportunity to resupply artwork with modifications.