CREATIVE • CAPABLE • COMMITTED

Thank you for choosing to use Accent Banner for your upcoming project. To aid in submitting your artwork, we have developed some simple guidelines. The price we've quoted assumes that we are provided with print or appliqué ready artwork from any program within the Adobe Creative Suite 5. For custom designs or files needing to be altered a $90.00 per hour art charge will occur. We do include one hour of artwork preparation time in the job, but time beyond that is billable. So, proper preparation of your artwork in advance will save you time & money.

GENERAL:

- All graphics are subject to review and approval before production.
- Mac compatible file format required
- Please provide artwork files in their native format.
- Layouts should be in proportion to the final output size.
- All fonts need to be converted into outlines, in order to avoid any font errors.
- Artwork should be created using Pantone Solid Coated colors. Please spec any PMS colors that are associated with your logo/organization and artwork. Colors will be matched as closely as possible. If color match is critical, a hard proof is recommended when printing digitally. There is additional cost for this.

PRINTING:

- File resolution should be at least 150 ppi at 100% of the final size for standard applications (300 ppi recommended for close viewing).
- Do not embed a color profile.
- CMYK color mode is most ideal for printing. However, if your logo file is in RGB mode do not change it as converting modes may cause a negative color shift. Digital imaging will be output in CMYK process with Pantone Solid colors specified for matching purposes.

SENDING FILES:

- Send artwork early to avoid production delays.
- You may use ZIP or STUFFIT compression for multiple files. (Mac or PC).
- If file is smaller than 10M, e-mail to derrek@accentbanner.com (Please include your contact info). If the file is larger than 10M, send it on a cd, a dvd, or upload files using yousendit.com.

If you have any questions please phone the Art Department at 1-800-367-3710. Please contact your sales representative or the Accent Banner art department for further graphic artwork requirement assistance or custom graphics inquiries.

Send graphics / artwork to: derrek@accentbanner.com

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