# **Template Driven Artwork Submission Guidelines**

Please follow the steps below when establishing your artwork for print

# Guidelines for X-Large Horizonatal Pop Out Banner 2.75m(w) x 1.35m(h)

- 1. Create artwork on the 'Client Artwork' Layer.
- 2. Create artwork in CMYK colour mode.
- 3. Keep all critical artwork within the green dotted safe area.
- 4. Ensure artwork extends out to the red bleed line.
- 5. Supply all linked images separately. Ensure these are converted to CMYK.
- 6. Work to the size in this template. Please do not resize it.
- 7. This template is at 100% scale Images (bitmaps) must be supplied at a minimum of 150dpi.
- 8. Set all fonts to curves/outlines before submitting.
- 9. Remove any overprint within your file.
- 10. Save your artwork as an Adobe PDF using Print/Press/High Quality settings.

# Colour

- 1. We print using 4 colours. All pantone data submitted will be converted to the closest CMYK equivalent. We will match to Pantone but this will be a 4 colour match only. Some pantones are not achievable and if this is the case we will inform and provide you with details of the closest match.
- 2. If you require a pantone sample we can provide you with this to ensure you are satisfied before committing to the main print run.
- 3. If you can provide us with a physical sample of your colour we can attempt to match this for you.
- 4. Please be aware sampling can cause short delays with your print run.

### Alternative file formats

- 1.Although we prefer a PDF file, if you need to supply your file in another format we can accept ai eps indd jpeg & tiff. Please use the above information as a quide.
- 2. If you can't provide any of these formats please speak to our Design team to advise best practice 02392 237130 Option 2.

# Template guides key & area sizes

Bleed area Finished product Safe area 2750 x 1350mm 2690 x 1290mm 2600 x 1220mm

# XLarge (2.75m x 1.35m) Popout Banner Template

- Bleed line, we print to this line
- Visible print area inside banner binding
- Safe working area

On completion of your design, please remove both the green and black lines then send it to us as a full size pdf file.