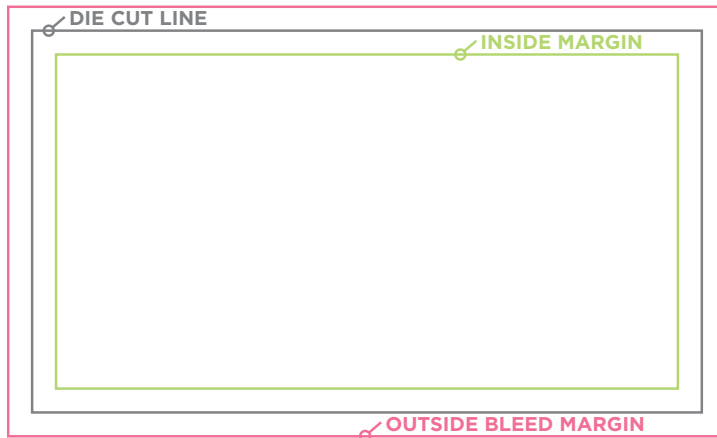


TEMPLATE SET UP INSTRUCTIONS

1. Art **MUST** fit within the margin and bleed parameters shown on template.



EXAMPLE:

An example is shown here for a visual representation of the inside margin, die cut line, and outside bleed margin. Please use the appropriate template file for the desired item you are ordering.

- The Green line is inside margin. Leave 1/8 inch inside margin from the edges of the product on all sides for live art (all pertinent information must fit within the 1/8" inside margin).
- The Pink line is bleed requirement. If you want the art to bleed (have the imprint run off the edges of the product), give art an 1/8 inch outside margin on all sides.
- The Gray line is where the product will be die cut for final production.

2. All rasterized images must be embedded, CMYK preferred, minimum 300 dpi.

** NOTE: Supplier uses the following Adobe® software color settings: RGB conversion-Colormatch RGB, CMYK-U.S. Sheetfed Coated, and we refer to the Pantone® Color Bridge Coated Solid to Process swatch book. Keep in mind, laminate/UV coating may enhance Magenta and Cyan by approximately 5-7%.*

3. Convert **ALL** fonts to outlines (curves).
4. Prepare artwork as an Adobe PDF (Press Quality) or EPS file (Postscript 3 if applicable). If you submit art as a TIFF or JPEG, please remember to remove the die, margin, and guidelines before flattening the image.
5. Upload your Artwork to your Distributor Central Supplier Order.

NEED A STOCK CALENDAR?

(Please, look under the correct product heading for the product you are ordering.)