

Hanging Banners & Posters artwork setup notes

Notes to Designers

- Please reduce your artwork file to 50% of actual size to help reduce files size. Please ensure to use **300** dpi.
Placed images should have a resolution of **150** pixels per inch at full size for best graphic printing quality. In case if you don't have best quality pictures, please make sure to keep your resolution at 100-120 pixels per inch at full size.
- Color mode should be **CMYK** to ensure best color matching.
Please DONOT use RGB color mode.
- It is best to convert all text to **Outline** and flatten all images to ensure that nothing is missed out or changed during the transfer of files.
- Using guidelines to remain within the margins will prevent mistakes and save your artwork elements from getting cut off.
- The "**Bleed Zones**" are hidden inside the hardware. However, it is **STRONGLY** recommended that you extend your background graphics to the edges to the art board to ensure proper bleed with no visible unprinted areas.
- This file is itself a template and can be edited to design your graphics.
- Please make sure to delete this layer before submitting your artwork or it will be printed in your finished product.

Accepted File formats:

- Acrobat (**.PDF**) – Illustrator(**.AI**) – Other (**.EPS**)