



Supplied Art Guidelines For Screen Print & Digital Output

Acceptable Media

- Email (up to 25 MB)
- colegraphicsolutions.wetransfer.com (Up to 2 GB)
- CD/DVD
- USB Flash Drive

Preferred File Formats

- Adobe Acrobat (.PDF)
- Adobe Photoshop (.PSD)
- Corel Draw (.CDR)
- Adobe Illustrator (.AI)
- Adobe InDesign (.INDD)
- Encapsulated Post Script (.EPS)

Fonts

- Please convert all text included in your design to paths, curves or outlines. If you anticipate needing Cole to edit text, please leave text editable and provide .otf or .ttf files for each font included in the art file
- For best results, avoid fonts or symbols with thin serifs
- Fonts should be at least 6 point, especially when text is reversed out

Raster (Bitmap) Images

- When submitting raster images for 4-color process, please supply at 100% to scale, at a minimum of 150 dpi
- For non 4-color process raster images, please supply images at 1200 dpi
- All raster images should be converted to CMYK
- For additional info on linked image files, see Linked Files (below)

Linked Files

- Whenever possible, please supply any linked image files included in your design (even if they are embedded)

Line Weights

- Please ensure all line weights within your design are a minimum of 1pt; greater if possible

Bleeds

- For screen print, please ensure all bleeds have a minimum of 1/8" bleed beyond trim or dieline.
- For digital print, please ensure all bleeds have a minimum of 1/4" bleed beyond trim or dieline.

Percentage Fills

- Due to line count limitations associated with screen printing, please ensure all colors in your design file fall within 20%-80% tint; specific exceptions can be made, depending on the circumstances

Hard Copies

- Please supply hard copies of your design and whenever possible, please note desired scale, colors, etc.