# A G E N C Y

# **ARTWORK GUIDELINES**

# **FONTS**

Include all necessary fonts with your files when submitting artwork. Outline all fonts prior to submission to limit production delays. Also, use the actual Bold or Italic font instead of selecting "bold" or "italic" from the applications style menu.

# **LOGOS AND LINE ART**

All line art and logos should be submitted as vector artwork.

Native formats for links are always preferred (.ai, .ind, .psd, .eps) with all support files included (.png, .jpg and .gif files are not recommended)

# **IMAGES**

12" on longest/tallest side 300 dpi

### **BLEED**

Use the following guidelines when determining the bleed for your project: General Projects:1/2" on each side Vehicle Wraps: 3" on each side Trailer Wraps: 1" on each side

Walls: 1" on each side

# RECOMMENDED SOFTWARE & SUPPORTED FILE TYPES

## Adobe Illustrator (.ai)

Artboards: Multiple artboards can be used to create multi-page files. Please use discretion as the file sizes increase with each artboard.

Layers: Designing your file with layers can help minimize pre-press prep time.

# Adobe Photoshop (.psd, .psb)

Layers: Layers are created automatically as you add more elements to your artwork, please do not flatten your artwork in Photoshop before submitting files.

Paths: Use paths anytime you are wanting to define a certain area, or your file will require contour cutting or cropping.

# Adobe InDesign (.indd, .inx)

Use the File>Preflight and File>Package options for easy portability

# Other Supported File Types

.eps, .pdf, .tif, .jpg