



## **SIGNAGE PRODUCT OPTIONS & PRODUCTION REQUIREMENTS**

- Please be aware that *Submitted artwork is considered final*
- We encourage you to use our design services
- Most items deliver within 36-48 hrs.
- All signs must be paid prior to delivery
- In order to provide you the fastest turn around, all artworks for Large Format products are sent directly to press and we do not have a PDF proof option available. We will not be responsible for any reprints if your file is sent in a different size or ratio other than the measurements specified in your order.
- We do not provide installation services

### **Designing. If you are designing your own art.**

EPS, TIF, PSD, & PDF files. JPG files are accepted, but they must be prepared properly. We strongly suggest that the JPG is created the closest size possible to the final print size or at least in a 50% scale with 150dpi.

Color/Specs/DPI: We recommend that you create your file and convert graphics to CMYK mode with a resolution of 150dpi. Your artwork should reflect only what you need to be printed in the final product. Do not include bleeding or crop marks in your artwork and make certain is sent in the same size as you have ordered or in the same ratio. If you are working with vector images (in programs like Adobe Illustrator), the final size artwork is not necessary unless you have placed photographs into your document. Then the above guidelines will apply. All fonts should be converted to curves or outlines. We suggest your files to be flatten or rasterized if possible to minimize the file size.

### **Product Options/Information.**

Countour Cutting (Die cuts) require a 0/0/0/100% black outlined layer submitted as a separate file.

When selecting Hemming, leave a 1.25in safe area within your finalized artwork. This area is where the hemming will go over the banner (make sure there is no important text or logos in this area).

Grommets : We use Silver Nickel Grommets Size #2 (3/4" outside diameter) with a hole diameter of 3/8". Options: "*Standard Grommets*" will be evenly place along the edge of your banners on an average of every 3ft. "*4 Corner Grommets*" are placed only on the 4 corners of the banner. All Banners equal and smaller than 4ft x 2ft will only include grommets in the corners.

Pole Pocket's Holding Grommets: Holding grommets refers to our silver nickel grommets placed on the edges right were the pole pocket starts. These grommets improve the strength of the pole pocket for heavier rods or poles. This option also gives the banner the option to be hung by the grommets when poles are not available. Normally applied to the along the top line of the banner.

Pole Pockets : 1" Pole pockets are made by folding an extra 3 inches of blank media towards the back side of the banner and sewing it together. The 1" Pole Pocket accommodates for Poles or Rods up to 0.5" in diameter. The 2" Pole Pocket accommodates rods up to 1" in diameter. Your artwork should include a "safety zone" of 3", within your final size along the sides that the pole pocket will be created (a 36" tall banner with upper and lower poles should measure 42" in total). Avoid any important text or logos in this area. If you have a white background on your artwork please include a bounding box with a gray 1pt stroke. Extra charges may apply for pole pockets longer than 8 ft.:

1. Measure the Height of the Base, if any, from the top of the upper pole to the bottom of the lower pole. (This Height will be your Final Size).
2. Measure the thickness of the Pole.
3. After measuring the thickness of the pole, double that quantity and bleed out that measure on your artwork in the top and in the bottom.
4. The bleed out section on your artwork will be folded backwards to create the pole pocket. If you are printing a double sided banner, please make sure the fold will not cover any important information in the other side within your final size. Your safety area will be the same measure as the Bleed out measure.
5. If you have a different image on the back of your banner: On the Front Side, in the Bleed out Section, flip your image horizontally and vertically to maintain a continuous artwork on your back side.

#### Pole Pocket Dimensions

1", Bleed 3"

2"-9" - 4.5

3-13"- 6.5

4-17"-8.5