

INFORMATION

Company: _____
Contact Name: _____
Phone: _____
E-mail: _____
Your Graphic Artist: _____
Graphic Artist's Phone: _____

Keep file names less than 20 characters.
THE FOLLOWING INFORMATION MUST BE FILLED OUT COMPLETELY AND SUBMITTED WITH YOUR DIGITAL FILES BEFORE YOUR ARTWORK CAN BE PROCESSED. IF NOT, YOUR DEADLINE MAY BE COMPROMISED!

SPECIFICATIONS

Software

Preferred software applications are Adobe™ Photoshop, Adobe™ Illustrator and Quark Express™ used on the Macintosh® platform.

Pieces of your artwork can be designed in Adobe™ Photoshop, but for final output any images designed in Photoshop MUST be placed in Adobe™ Illustrator or Quark Express.

Images

File image types accepted: TIFF, EPS, AI, JPG

All scanned images or Adobe™ Photoshop images must have a resolution of 200-300 dpi (dots per inch).

Any gradient settings must go no higher than 85% and no lower than 15%.

Colors

Before you design your artwork, ask yourself a question. "Is this going to be a CMYK or spot color job?" This will help

you design your artwork and save a lot of time in the end. YOU CANNOT USE SPOT AND PROCESS COLORS IN THE SAME JOB - except for black. Please DO NOT save art in RGB format.

THE MAXIMUM NUMBER OF SPOT COLORS IS 5, WITH ONE OF THOSE 5 COLORS AS THE WHITE BACKGROUND FLOOD.

Fonts

Use Macintosh® compatible, Adobe™ Postscript fonts. Please save all screen and printer fonts. General Information to Remember DO NOT create the center hole knock-out within your Photoshop file/files. The center knock-out should be implemented in Adobe Illustrator or Quark Express with an 18mm diameter.

Gradients can not be a combination of process and spot colors.

Use fonts compatible with the Adobe™ Postscript format when at all possible.

WHAT WE NEED FROM YOU

1. CMYK or Spot color job? _____

2. If spot color, what are the PMS color numbers:

PMS# _____

PMS# _____

PMS# _____

PMS# _____

PMS# or white flood _____

3. Checklist (things that need to be sent for output):

- Main Quark or Illustrator file (we can accept art on a Jaz disk, Zip disk, CD-R, 3.5" computer disk, or e-mailed to art@integracore.com)
- All linked or embedded files (TIFF, EPS, JPG) as separate files
- All screen and printer fonts used in all applications
- Original application files in case editing is necessary
- A hard copy of the artwork.
- "Return" information for disks, etc.