

## ARTWORK GUIDELINES

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**Failure to comply with artwork requirements will place order on hold: Prolonging production time!**

### Acceptable Files: \*\*Preferred format - Vector files\*\*

Adobe Illustrator CS (.ai, .eps, .pdf)

Adobe Photoshop CS (.psd)

Image (Raster) Files (.jpg, .png, .gif, .tiff)

**Raster artwork must be at a minimum 200 DPI at 100% Scale.  
(300 DPI Recommended).**

**We do not accept files larger than 1GB**

Embed or Link all raster images. \*Supply all linked files\* original files encouraged.

### Unacceptable Artwork Files:

InDesign

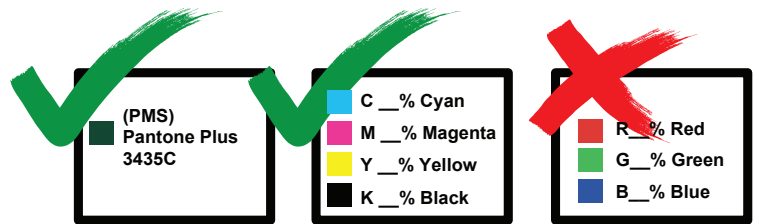
Corel Draw

Microsoft programs: Word, Excel, PowerPoint.

Artwork saved in wrong format, size, or scale is subject to additional fees.

### Color Information:

Include all PMS/Pantone Plus numbers or CMYK %. Files submitted in RGB will be printed at CMYK color mode. If specific colors are not requested, Celina will choose closest match. **\*\*\*Using Pantone/PMS colors are recommended but an exact match cannot be guaranteed. Colors on PDF and on computer screen may differ from actual printed color. To ensure accurate color matching please provide sample color.\*\*\***



### Fonts:

Convert all text to outlines (paths) or e-mail fonts used.

## SUBMITTING ARTWORK

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**Production begins once Celina receives payment AND completed signed template(s)/rendering(s).**

### Send Completed template(s)/rendering(s):

#### E-mail:

art@celinatent.com for files 10MB or smaller.

#### Upload:

For files over 10 MB up to 1 GB, upload artwork here:

<http://www.gettent.com/content/upload-artwork.asp>

**Files should NOT exceed 1GB.**

Reference Quote/Order Number in the subject line when or e-mailing or uploading artwork.

### Lead Time:

Lead time begins once payment **AND** artwork template(s)/rendering(s) has been received. Delay in rendering/templates approval will delay your order. Lead time varies depending on the product type. Shipping/transit time is NOT included in lead time.