

Zig Zibit Design Department

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Digital Artwork Guidelines

If you have artwork you would like to be printed at Zig Zibit, please follow these guidelines to ensure timely production and highest possible quality.

Final Output Size:

Know the exact dimensions needed for your graphics and design accordingly. Dimensions for specific banner stands and pop-up mural panels may be found in the respective manufacturers' catalogs or from the **Zig Zibit** Design Department. Dimensions for custom panels, headers, etc, may be obtained from the Design Department as well.

Preferred Digital Artwork Formats:

Vector Artwork: Adobe CS4, InDesign (.indd), Illustrator (.ai), PDF, EPS

If your artwork references other "support files" or "placed files," please do not embed these files, but include them in a folder along with the referencing file. Placed files may be any format. If placed files are bitmapped or raster images, they should be at least **150dpi or greater at the final output size**.

Please convert all text to outlines, or include all font files for PC / MAC in a folder along with your artwork.

If your original vector artwork was created in a format other than the Adobe Creative Suite (such as Quark, Corel, Macromedia, etc), it may still be possible to maintain vector format by exporting to a PDF or EPS.

Photos and Bitmapped Artwork: Adobe Photoshop (.psd), JPG, TIF, PDF, EPS

All bitmapped artwork should be at least **150dpi at the final output size** to ensure highest possible quality. 300dpi is recommended for smaller images.

Color Matching

Convert all spot colors to CMYK process. If you have a specific Pantone color you would like us to match, please let us know. If you are unsure, please send us a hard copy of your artwork or a previously printed sample you would like us to match.

File Transmission

Your artwork may be uploaded via the internet to our Online File Folder at <http://www.onlinefilefolder.com>.

Please archive all files (including links and fonts) into a single ZIP or Stuffit archive before uploading to our Online File Folder. <http://www.onlinefilefolder.com>. Please create a folder with your company or job name.

User Name: 5791282

Password: sevenup

You may also send us a CD or DVD with all of your digital artwork. Be sure to include all necessary files specified above. Files with a total size of less than 5MB may be sent via e-mail to design@zigzibit.com.

Proofs

ZigZibit will provide proofs via email specifying size, media, and color matching for your entire project. Hard copy samples are available upon request. Your proof must be signed and faxed to 919-876-5737 in order to approve and begin production.