



## **Digital File Formats**

### **Preferred**

- Adobe Illustrator (.ai)
- Adobe Photoshop (.psd or .eps)  
(include high resolution file, minimum of 240 dpi)  
(include layers, or layered working file if available)
- Macromedia Freehand (.fh11 or previous version)

### **Acceptable**

- Adobe InDesign (.indd)
- Quark XPress (.qxd)
- Adobe Photoshop (.tif)  
(include high resolution file, minimum of 240 dpi)  
(include layers, or layered working file if available)
- Adobe PDF (.pdf)  
(include high resolution file, minimum of 240 dpi)

Please include all support files (i.e. placed or embedded images, fonts, patterns, etc.)

## **Digital Media**

### **Acceptable**

- CD
- DVD
- Flash / Jump Drive

\*FTP transfers available upon request; either upload or download.

\*\*If file size is less than 2MB, they may be sent via e-mail.

### **Pre Press Charges include:**

- 2 Digital proofs or Water proofs.
- Printing plates are kept on file for future production runs.
- Time associated with making art printable to include subjective color shifts.

### **Shipping/Delivery Charges**

- Shipping/delivery costs are the responsibility of the client.
- If account number provided, these costs will be billed to the client's service provider, or incurred costs will be billed to the client.