	art checklist
	do it once, do it right Files not meeting these requirements may be rejected
	1. Accepted file types Adobe Illustrator (Ai), PDF, EPS
	2. Fonts (VERY IMPORTANT) ALL fonts to be supplied as outlines
	3. Images Embed all images, no links
	4. CMYK Artwork saved as CMYK. NOT RGB
	5. Pantone Matching System Advise us of PMS numbers
	6. Templates (VERY IMPORTANT) Please make sure the correct template is used. Artwork in incorrect templates will be rejected.
	7. Resolution Images supplied at no less than 150dpi
	8. Visual Proof make a JPEG or take a screnshot of your artwork and supply it along with your art file.
	9. Fabric Proof (Recommended) A4 fabric proof available at 10% full image & 100% crop
	10. Quality Final production quality reflects your supplied files.
	key
Bleed lines —	
Take artwork out to the edge of the bleed area. (Print Size)	
Finished Size This is the same as the Viewable Area.	

Place all essential text and imagery inside the safe area.