

Jamesco Electronic File Checklist

The following info is provided to help us better serve you.

Please read and fill out the following checklist and include it with your order.

Company name _____

Project name _____

Contact name/phone # for art questions _____

Please provide your files in one of the following ways:

cd, dvd, email (kurtd@tiredisplays.com) or ftp (call 330-867-5136 and speak to your customer service rep for instructions.)

Please provide your files in one of the following programs:

Freehand Mx (Ver11)

Illustrator CS5.1

In Design CS5.5

Photoshop CS5.1

Due to the numerous varieties of fonts available to todays graphic designers, fonts are the biggest culprit in delaying the production of your jobs. When possible, please use a program where you can convert the fonts to paths or outlines. This is especially important when using the pc to create your files.

If that is not possible, please make sure you provide us with all the fonts used to create the job. Failure to do so may delay the production of your job.

***Screen printed jobs* : 2 times the final line screen at full size. (banners and larger images are usually printed at 45lpi. This means your files should be at least 90 dpi at full size.)**

Please confirm this with your csr.

Small digital pieces (encad or hp): 150 dpi at full size

Large digital pieces (scitex idanit digital): 85 dpi at full size

***** Please make sure to include all eps and tiff files used to create the file.***

(if the file is the full banner, please include no less than 1/4 inch bleed)

also make sure you include a color printout of your file.

****** for jobs that are to be sewn or grommeted, we suggest to leave all copy and or logos -in 1.25 inches from the finished edge.***