

Art must be designed on our templates. Download at ColorWorxPrint.com

Artwork Guidelines

TABLE TENTS (14 PT C2S Cover) (Ships flat, unfolded.)

- ☐ 4.25" x 5.5" (50-D-54-001-NOUV)
☐ 7" x 4.25" (50-D-54-002-NOUV)
☐ 4" x 6" Tri-panel (50-D-54-003-NOUV)
- Quantity: _____ Digital Print: ☐ 4/0 only

GREETING & NOTE CARDS (Ships flat, unfolded.)

- ☐ 5.25" x 7.875" Greeting Card (50-D-55-002)
☐ 5.5" x 4.125" Note Card (50-D-55-003)
- Quantity: _____ Digital Print: ☐ 4/0 ☐ 4/1 (blk) ☐ 4/4
☐ include plain white envelopes (additional charge)
- Stock: ☐ 14 PT C2S White Cover (UV Coat outside) ☐ 80# Uncoated Smooth White Cover

PHOTO HOLDERS (Ships flat, unfolded.)

- ☐ 4" x 6" Portrait Photo Holder (50-D-55-046)
☐ 6" x 4" Landscape Photo Holder (50-D-55-064)
- Quantity: _____ Digital Print: ☐ 4/0 ☐ 4/1 (blk) ☐ 4/4
☐ include plain white envelopes (additional charge)
- Stock: ☐ 14 PT C2S White Cover (UV Coat outside) ☐ 80# Uncoated Smooth White Cover

PLASTIC CARDS (3.375" x 2.125" credit card size)

- ☐ 13 mil (50-D-CR8013)
☐ 30 mil (50-D-CR8030)
- Quantity: _____ Digital Print: ☐ 4/0 ☐ 4/1 (blk) ☐ 4/4
 Options (additional charge): ☐ variable copy

CARD HOLDERS

- ☐ Economy 10 PT C2S w/gloss UV outside (50-D-55-010)
☐ Side Fold 10 PT C2S w/gloss UV outside (50-D-55-007)
☐ Card Hanger 10 PT C2S w/gloss UV outside (50-D-55-009)
☐ Sleeve 80# Uncoated Smooth White Cover – 4/0 only (50-D-55-019)
- Quantity: _____ Digital Print: ☐ 4/0 ☐ 4/1 (blk) ☐ 4/4

PLASTIC ID BADGES (3.375" x 2.125" credit card size)

- ☐ 24 Hour Express Badge 30 mil (50-D-EXPBDG30)
☐ ID Badge 30 mil (50-D-BDG30)
- Quantity: _____ Digital Print: ☐ 4/0 ☐ 4/1 (blk) ☐ 4/4
 Options (additional charge): ☐ Slot ☐ Badge Clip ☐ Clear Badge Holder
☐ Lanyard indicate: ☐ Black ☐ White

Download item template from ColorWorxPrint.com

Create Layout Files with the Following Programs (Mac or PC):

- ☐ • InDesign • Illustrator • Photoshop

We cannot work with: Word, Powerpoint, Publisher or PageMaker files

Send ALL Required Files & Art Elements:

- ☐ use "package" function in program to collect all elements: fonts, graphics, logos, scans, etc.
☐ vector art: convert type to outlines save as .EPS
☐ images (photos): 300 dpi high-res for CMYK & grayscale

PDF files are acceptable if they are full resolution, include bleed, created to proper item/template size

- ☐ include 1/8" bleed

Wrong template, missing bleed, low-quality graphics will be rejected.

ALL graphics must be supplied as CMYK (4CP)

- ☐ do not use RGB or PMS

For large black areas we suggest the following rich-black mix:

- ☐ cyan 60% magenta 40% yellow 40% black 100%

To avoid "Blues that look Purple"

- ☐ choose a blue formula with 30% more cyan than magenta

Avoid Errors in Your Files:

Proofread & test print your files: print color separations.
 Added charges apply if we need to modify your files.

We are not responsible for errors in supplied files.

New! Quote, Place your Order Online & Upload Art through our Dealer Web Portal:

- 1 Create Art following ARTWORK GUIDELINES
 - Label files with job name
 - Save as .PDF with bleeds or package files and .ZIP
- 2 Go to www.ColorWorxPrint.com
- 3 Shop & Find your product. Log-in or Register.
- 4 Order online. Upload your artwork.