

## ACCEPTABLE FILE FORMATS

- .jpg
  - .pdf
  - .tiff
  - .ai
  - .psd
  - .eps
- \* Please note:**
- Files must be CMYK
  - All files must be PC compatible
  - .ai files must have text "outlined"
  - .psd files please "rasterize" all text layers

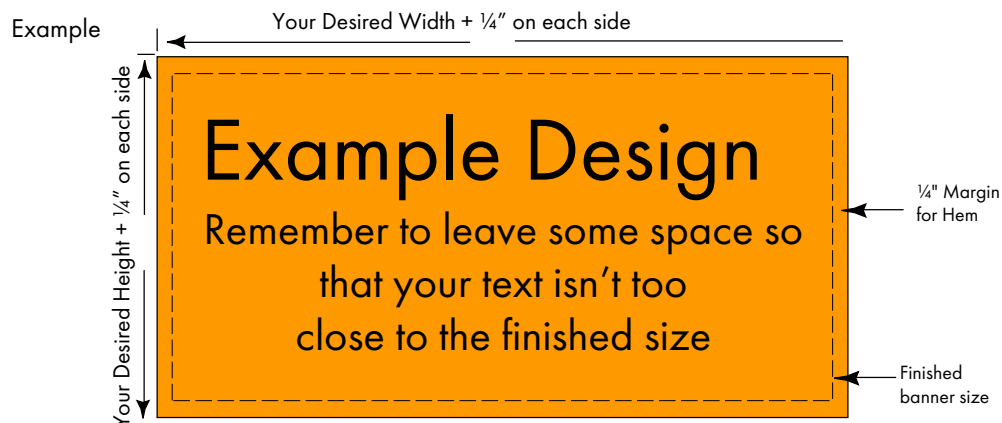
## UPLOADING ART

Art can be uploaded on the main page of the item. If art is not provided at the time the order is placed our team will reach out to you via email to submit the file(s) for review.

\*All files should be "high resolution". Files should have a minimum resolution of 150dpi when at FULL size.

## File Sizing/ Setup

Your art should be provided "print ready" for the sizing purchased. When creating your file, please set your document size to add a 1/4" margin on all sides for the hemmed edge. When designing your art you should also allow some extra padding for text/logos in order to ensure nothing is at risk of being too close to the edge. Any background color or image should run to the full document size with the hem margin included.



## What to expect once the order is placed

Once your order is placed and artwork is submitted, your order is moved to our "Review Process." During this time, our team will take a look at the file to ensure the art will fit the requested size and will check for any quality concerns. Once we complete the review of your art, keep an eye out on your email — our team will be sending over a layout for approval.

- If our team notices any issues with your artwork, we will advise you when we send the layout. At that point, you can opt to proceed as-is or resubmit new art for review.
- Your order will not go into production until you select "Approved." If, upon seeing the layout, you feel that you want to resubmit or make changes, you can absolutely do so — instead of providing approval at that time.