



**Bleed Line**

Art elements must extend to this line to account for slight inaccuracies when trimming

**Trim Line**

Any text/logo/images past this line will be trimmed off

**Safety Line**

Important text/logos should not extend past this line

- File color mode must be CMYK
- All text must be outlined (type Menu -> Create Outlines)
- Embed or include linked images in separate folder
- If Pantone color matching in required, specify the colors in the artwork
- Resolution must be 150 ppi at full size
- Make sure to turn off or delete all other layers on finished artwork before sending and make sure artwork is a flatten file (if using Photoshop).