

# Instructions for providing copy and image for table runners for TRT

## ACCEPTABLE FILE FORMATS

.jpg  
.pdf  
.tiff  
.ai  
.psd  
.eps

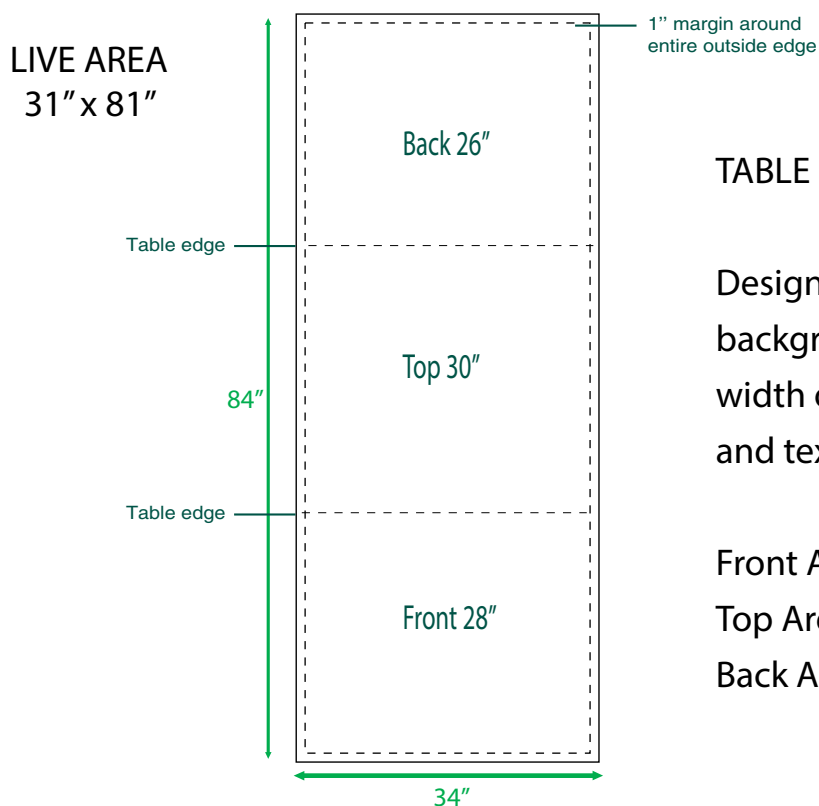
\* Please note:

- Files must be CMYK
- All files must be PC compatible
- .ai files must have text "outlined"
- .psd files please "rasterize" all text layers

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

## TRANSMITTING FILES

ONLINE:                   - <http://www.trtbanners.com/upload-artwork/>  
                              - recipient email address: [sales@trtbanners.com](mailto:sales@trtbanners.com)



## TABLE RUNNER SIZE AND MARGINS

Design file at 34"x84" (document size). Run background color/image full length and width of document. Keep all logos, pictures, and text inside 31"x81" (live area).

Front Area: Bottom 28 inches

Top Area: Center 30 inches

Back Area: Top 26 inches



Phone: 1-877-223-6540

Email: [sales@trtbanners.com](mailto:sales@trtbanners.com)

[www.trtbanners.com](http://www.trtbanners.com)