

ARTWORK TRANSFER REQUIREMENTS

- File Format:** Ensure the artwork being sent meets Wilmer's accepted software applications (listed below).
- Your Information:** Include your company name, account number, and contact information.
- Job Information:** Your purchase order number, customer name the imprint is for, and intended use of the artwork.
- File Information:** List and send the file name(s), all linked graphic elements, and all fonts used.
- Sample:** **REQUIRED:** In case of a corrupted file, damaged storage media, missing font, or bad link, you must send a hard copy of the completed artwork/image for verification.
- File Transfer:** **Scannable copy, Disk, USB Flash Drive, CD, or other media storage device***
**before sending, contact us at 800-494-5637 to ensure your media storage device can be accessed.*
- Mail artwork to:* Wilmer
 515 West Sycamore Street
 Coldwater, OH 45828
- Electronic Artwork (preferred)**
- Email artwork to:* **artwork@4wilmer.com**

SOFTWARE APPLICATIONS ACCEPTED IN PC OR MAC

Acrobat - all fonts embedded
 Illustrator - all text converted to outlines
 Photoshop
 InDesign
 Quark Xpress (up to 9.0)

ATTACHMENT GUIDELINES

PDF/X1a files are the preferred digital format. If you cannot submit a file to these specifications please submit a PDF file with all high-resolution images and fonts embedded in the files. A vector image should use spot colors (or CMYK for Laser 1 part checks). Use a minimum resolution of 300 dpi at 100% scale or there will be a drop in image quality. Images designed for the web are usually at a low screen resolution of 72 dpi and are not suitable.

Please do not compress any graphic or digital links. All color artwork needs to be submitted in your specific color (e.g. Pantone 185). All black and white artwork should be submitted as Bitmap or in Grayscale.

If supplying native files (InDesign, Illustrator, Quark, etc.) all links and fonts used to create your document must be supplied. Placed EPS files that contain type may require fonts not seen by your application until they are printed.

When building a file with bleed, please build your press-ready digital files by adding .125" dimension. We require ALL files be built to the full bleed dimension specified for each trim size.