**GRAPHIC FILES GUIDE**

Please follow these guidelines when submitting your project’s artworks:

**LAYOUT FILES:**

* **PDF** (PDF files are the preferred format for artworks. Please include the bleed area and save without template lines);
* **Adobe InDesign** (.indd – CS4 – 2019 versions. Please create the package with all fonts and linked images, or export to hi-res PDF without template lines);
* **Adobe Illustrator** (Please export to hi-res PDF or EPS without template lines);
* **Adobe Photoshop** (Please export to hi-res PDF without template lines);
* **QuarkXPress** (Please export to hi-res PDF without template lines)

**PHOTOS OR IMAGES:**

* **PDF** (.pdf)
* **Photoshop** (up to CS5.5 version) (.psd)
* **TIFF** (.tif)
* **Photoshop EPS** (.eps)
* **JPEG** (.jpg)

**FONTS:**

We accept **PostScript**, **OpenType**, or **TrueType** fonts.

* When providing the file’s package, please include all fonts used for your project.

**RESOLUTION:**

* All files must have a minimum resolution of 300 dpi (dots per inch). We gladly accept higher resolutions as well.
* Please avoid any image taken from the Internet. They are usually only 72 dpi and are not suitable for printing.

**COLOR MODE:**

* All files/images must be provided in CMYK color mode (cyan, magenta, yellow, black). (300dpi)
* Please provide all black and white files/images in greyscale color mode. (1200dpi)

**BLEED:**

The outer edge of the artwork is considered the “safety (or bleed) area” used for cutting. No important images or text should be placed within this area. Although 1/8 of an inch (0.125”) would the minimum size, we strongly recommend using ¼ of an inch (0.25”).  This is all provided in our templates, which can be [download here.](http://memphisrp.com/templates/) (qui si apre la pagina dei template)

**SAFETY AREA:**

During the finishing process there might be a slight displacement. Please keep all critical elements at least 1/8 of an inch (0.125”) from the final cut line (finished edge). We therefore suggest you allowing 1/4 of an inch (0.25”) for bleed.

**VINYL LABEL ARTworks:**

* Please submit all label’s artworks as a solid image, without central holes.
* All previously mentioned color and resolution standards apply to vinyl labels as well.
* Pantone colors are needed as reference for solid color inks on the vinyl’s label.
* All our different templates have guidelines showing its corresponding printing area. You can download here all vinyl label’s printing templates.

**DELIVERY:**

You can send your artwork files via email to INFO@PPMITALY.COM.