

Tech Sheet - Fan Signage

Size Available: 24" high fan signage, width of fan signage varies from shape to shape
 Letters A-Z, Numbers 0-9, Symbols &, # and a Fence are available
 Custom sizes available upon request

Process: Full Color Digital Print
 1-sided printing is standard, 2-sided printing is available upon request
 Standard color offering available, alternate colors available upon request
 Both a border color and inner color need to be specified, if the same color is wanted for both options please note with order
 Colors available: Aqua, Blue, Brown, Burgundy, Gold, Gray, Green, Lavender, Orange, Pink, Purple, Red, Silver, Yellow, White, Black
 *Please note if white is selected, white is not printed. The white area will be the color of the material.

Material: Letters, numbers and symbols are cut to shape
 4 mm white corrugated plastic
 Custom sizes/shapes available upon request
 Indoor/Outdoor use

Production Time: 2 working days
 *Quantities of 50 or more and custom sizes may require additional production time.

Set-up Charges: FREE

Art Charges: Minor artwork adjustments can be made with no additional fees applied. This would include items such as slight modification to size and/or color, name/text changes, and artwork clean up (i.e. removing spots from scanned artwork). These alterations should take no longer than 10-15 minutes to complete. Additional design/layout/color assistance is available for an hourly rate. This would include items such as color matching or color separation, logo redraw/manipulation or any additional layout design work needed on artwork.

Standard Offering Sizes:

Item Number	Artwork Size H" x W" <small>¼" bleed on all sides</small>	Finished Size H" x W"
ZFL-02I	Varies per shape, see below	Varies per shape, see below

Letter	Artwork Size H" x W" <small>¼" bleed on all sides</small>	Finished Size H" x W"	Letter	Artwork Size H" x W" <small>¼" bleed on all sides</small>	Finished Size H" x W"
A	24½" x 18½"	24" x 18"	N	24½" x 17⅝"	24" x 16⅞"
B	24½" x 15"	24" x 14½"	O	24½" x 13¼"	24" x 12¾"
C	24½" x 13¼"	24" x 12¾"	P	24½" x 15"	24" x 14½"
D	24½" x 15"	24" x 14½"	Q	24½" x 12"	24" x 11½"
E	24½" x 15"	24" x 14½"	R	24½" x 16¼"	24" x 15¾"
F	24½" x 15"	24" x 14½"	S	24½" x 13½"	24" x 13"
G	24½" x 13¼"	24" x 12¾"	T	24½" x 16⅞"	24" x 16⅞"
H	24½" x 19"	24" x 18½"	U	24½" x 17½"	24" x 17"
I	24½" x 8"	24" x 7½"	V	24½" x 18⅞"	24" x 17⅞"
J	24½" x 16½"	24" x 16"	W	24½" x 25½"	24" x 25"
K	24½" x 20⅞"	24" x 19⅞"	X	24½" x 17¾"	24" x 17¼"
L	24½" x 15"	24" x 14½"	Y	24½" x 17½"	24" x 17"
M	24½" x 23⅞"	24" x 22⅞"	Z	24½" x 14⅞"	24" x 13⅞"

Number	Artwork Size H" x W" <small>¼" bleed on all sides</small>	Finished Size H" x W"	Symbol	Artwork Size H" x W" <small>¼" bleed on all sides</small>	Finished Size H" x W"
0 (Zero)	24¾" x 13¼"	24" x 12¾"	&	24½" x 17¼"	24" x 16¾"
1	24½" x 8"	24" x 7½"	#	24½" x 21⅞"	24" x 20⅞"
2	24½" x 13¼"	24" x 12¾"	Fence	24½" x 24½"	24" x 24"
3	24½" x 13¼"	24" x 12¾"			
4	24½" x 17¼"	24" x 16⅞"			
5	24½" x 13⅞"	24" x 12⅞"			
6	24½" x 13¼"	24" x 12¾"			
7	24½" x 12⅞"	24" x 12⅞"			
8	24½" x 13¼"	24" x 12¾"			
9	24½" x 13¼"	24" x 12¾"			

*Letter, number, symbol and colors desired will need to be supplied with order.

Custom Offer Size:

Custom	Artwork Size H" x W" ¼" bleed on all sides	Finished Size H" x W"
Minimum	8½" x 8½"	8" X 8"
Maximum	98½" x 48½"	98" X 48"

**Depending on the custom shape sizes available may vary.*

Artwork Requirements: Artwork size should include a ¼" bleed on all sides. Bleed area should always be included in artwork even if design does not bleed. Standard offering is based 1-sided printing. 2-sided printing available upon request. CMYK processed file, Create full color process files with Adobe Acrobat PDF file, *note: if RGB or other non-CMYK colors are used in your files the necessary conversions to CMYK will change the appearance of the colors when printed. Minimum 300 dpi, 600 dpi is recommended for highest quality output. File formats should be Tiffs, PDFs or Illustrator files with the fonts embedded in the file, **PDF files are preferred. Do not include any punctuation in the PDF file name and keep the name as short as possible*

Order Process: Electronic or Manual

Proofs: **Emailed Electronic PDF Proofs** add 2 working days to the item production. First proof is free of charge. Additional proofs available for an additional charge. Production time begins after receipt of complete order including proof approval.

Production Samples physical product proofs are available using customer artwork. These are offered at a % off the one quantity price. Standard production times will apply.

Complimentary Proof may be required for certain orders to ensure satisfaction. Production time will be begin upon approval of the proof.

Packaging: Corrugated shipping box.

Multiple signs will ship in one shipping box, multiple boxes may be used pending size and quantity.

Changes or Cancellations: Changes to orders in progress may require additional charges and/or time. Cancellations for orders in progress will require payment for the order.