

Tech Sheet - Full Color & Engraved Plastic Signs & Holders

Size Available:

Full Color Plastic Signs

- 34 standard sizes, custom sizes available

Engraved Plastic Signs

- 21 standard sizes, custom sizes available

2-Sided Extended Engraved Plastic Signs

- 6 standard sizes, custom sizes not available
- 2-sided extended engraved signs, come with 2 engraved signs that are placed back to back to be placed in an extended wall holder

*3 holder options available for extended wall signs, sold separately unless ordered with a combination item number

| | HOLDER OPTIONS FOR PLASTIC SIGNS | | | |
|-------------------------------|----------------------------------|-----------------|---|--|
| Holder Type | Item Number | Size H" x W" | Color Options | Additional Notes |
| Metal Flush Wall Mount | 2SH-288 | 1" x 8" | All sizes available in Rose Gold or Silver. Sizes 2" x 8" and 2" x 10" also available in black. | To be used with signs/nameplates up to 4" high. Available in 8" up to 12" lengths. Not all sizes available for all lengths. Screws are not included with holder. If no color is indicated with order, Rose Gold will be used. |
| | 2SH-2810 | 1" x 10" | | |
| | 2SH-368 | 2" x 8" | | |
| | 2SH-3610 | 2" x 10" | | |
| | 2SH-3612 | 2" x 12" | | |
| | 2SH-378 | 3" x 8" | | |
| | 2SH-3710 | 3" x 10" | | |
| | 2SH-498 | 4" x 8" | | |
| | 2SH-4910 | 4" x 10" | | |
| Plexiglass Base | 2SH-108 | 8" | Black or Clear | To be used with signs/nameplates up to 5" high. Available in 8" or 10" length. If no color is indicated with order, Clear will be used. |
| | 2SH-1010 | 10" | | |
| Metal Desk Base | 2SH-158 | 8" | Rose Gold or Silver | To be used with signs/nameplates up to 3" high. Available in 8" or 10" length. If no color is indicated with order, Rose Gold will be used. |
| | 2SH-1510 | 10" | | |
| Walnut Base | 2SH-328 | 8" | Walnut | To be used with signs/nameplates up to 3" high. Available in 8" or 10" length. If no color is indicated with order, Rose Gold will be used. |
| | 2SH-3210 | 10" | | |
| Metal Desk Holder | 2SH-488 | 2" x 8" | Black, Rose Gold or Silver | To be used with signs/nameplates up to 2" high. Available in 8", 10" or 12" length. If no color is indicated with order, Rose Gold will be used. |
| | 2SH-4810 | 2" x 10" | | |
| | 2SH-4812 | 2" x 12" | | |
| Large Metal Desk Holder | 2SH-558 | 8" | Rose Gold or Silver | To be used with signs/nameplates up to 10" high. Available in 8" or 10" length. If no color is indicated with order, Rose Gold will be used. |
| | 2SH05510 | 10" | | |
| Extended Wall Sign Holder | 2SH-382 | 2" | Rose Gold or Silver | Displays extended wall signs measuring 2-4" high. Maximum length recommended is no more than 16". Screws to attach holder to the sign to the holder are included. Screws to attach the holder to the wall are not included. If no color is indicated with order, Rose Gold will be used. |
| | 2SH-383 | 3" | | |
| | 2SH-384 | 4" | | |
| Pedestal Metal Desk Holder | 2SH-308 | 2" x 8" | Rose Gold or Silver | To be used with signs/nameplates up 2" high. Available in 8" or 10" length. If no color is indicated with order, Rose Gold will |
| | 2SH-3010 | 2" x 10" | | |
| Cubicle Wall Sign Holder | 2SH-P110 | n/a | Clear | To be used with signs/nameplates that are larger than 2" x 4". Sign attaches to the front of the cubicle holder. |

Mounting Options for Plastic Signs

- Clear Adhesive Tape
- Magnetic Strip
- VELCRO® Backing
- Foam Tape
- Drilled Holes

Process:**Full Color Plastic Signs**

- Full Color Digital Print
- 1-side or 2-sided printing available
- Vertical or horizontal orientation

Engraved & Extended Engraved Plastic Signs

- Laser Engraved
- 1-side engraved, Extended engraved signs include 2 engraved signs to be placed back to back in a holder making them appear "2-sided"
- Vertical or horizontal orientation

Material:**Full Color Plastic Signs**

- 1/8" white plastic polystyrene

*All engraving plastic stocks may also be full color printed, dark color stocks are not recommended. Colored plastic stock impacts how color will appear once printed.

**Please note minimum and maximum custom sizes for engraving stock applies whether engraving or full color print for colored plastic stock.

Engraved & Extended Engraved Plastic Signs

- 2-ply colored plastic
- 37 standard color combinations available
- Colors may fade over time if used outdoors



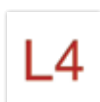
White Sign
Black Lettering



Blue Sign
White Lettering



White Sign
Blue Lettering



White Sign
Red Lettering



Oak Sign
White Lettering



Black Sign
White Lettering



Red Sign
White Lettering



Gold Sign
Black Lettering



Yellow Sign
Black Lettering



Green Sign
White Lettering



Burgundy Sign
White Lettering



Silver Sign
Black Lettering



Dark Brown Sign
White Lettering



Walnut Sign
White Lettering



Light Gray Sign
Burgundy Lettering



Teal Sign
White Lettering



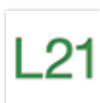
Gray Sign
White Lettering



Gray Sign
Black Lettering



Light Gray Sign
Blue Lettering



White Sign
Green Lettering



Light Blue Sign
White Lettering



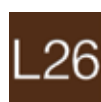
Pine Green Sign
White Lettering



Parchment Sign
Black Lettering



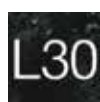
Navy Blue Sign
White Lettering



Medium Brown Sign
White Lettering



Purple Sign
White Lettering



Black Marble Sign
White Lettering



Charcoal Gold
Fleck Sign
Gold Lettering



Green Gold
Fleck Sign
Gold Lettering



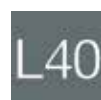
Rustico Granite Sign
Gold Lettering



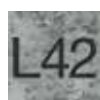
Gold Sign
Burgundy Lettering



Brushed Gold Sign
Black Lettering



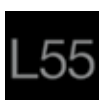
Dark Gray Sign
White Lettering



Platinum Marble Sign
Black Lettering



Black Sign
Gold Lettering



Black Sign
Silver Lettering



Ivory Sign
Brown Lettering

All stocks are available for full color process.

Plastic stock color impacts how colors print.

Dark stock colors are not recommended as the ink may not show well.

Production Time:

2 working days

*Quantities of 50 or more may require additional production time.

Setup Charge:

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:

| Finished Size H" x W" | Full Color Plastic Signs Item Number | Full Color Artwork Size H" x W" <small>¼" bleed on each side</small> | Engraved Plastic Signs Item Number | Engraving Artwork/ Imprint Area H" x W" <small>Engraving cannot bleed</small> | 2-Sided Extended Engraved Plastic Signs Item Number | Extended Engraving Sign Artwork/Imprint Area H" x W" <small>Engraving cannot bleed</small> |
|--------------------------|--|---|--|--|---|---|
| 1" x 4" | ZFS-10040 | 1½" x 4½" | | | | |
| 2" x 4" | ZFS-20040 | 2½" x 4½" | 4ES-20040 | 1¾" x 3¾" | | |
| 3" x 4" | ZFS-30040 | 3½" x 4½" | 4ES-30040 | 2¾" x 3¾" | | |
| 4" x 4" | ZFS-40040 | 4½" x 4½" | | | | |
| 1" x 6" | ZFS-10060 | 1½" x 6½" | 4ES-10060 | ¾" x 5¾" | | |
| 2" x 6" | ZFS-20060 | 2½" x 6½" | | | | |
| 3" x 6" | ZFS-30060 | 3½" x 6½" | | | | |
| 4" x 6" | ZFS-40060 | 4½" x 6½" | 4ES-40060 | 3¾" x 5¾" | | |
| 6" x 6" | ZFS-60060 | 6½" x 6½" | 4ES-60060 | 5¾" x 5¾" | | |
| 1" x 8" | ZFS-10080 | 1½" x 8½" | 4ES-10080 | ¾" x 7¾" | | |
| 2" x 8" | ZFS-20080 | 2½" x 8½" | 4ES-20080 | 1¾" x 7¾" | 4XW-20080 | 1 ¹³ / ₁₆ " x 7 ¹¹ / ₁₆ " |
| 3" x 8" | ZFS-30080 | 3½" x 8½" | 4ES-30080 | 2¾" x 7¾" | 4XW-30080 | 2 ¹³ / ₁₆ " x 7 ¹¹ / ₁₆ " |
| 4" x 8" | ZFS-40080 | 4½" x 8½" | 4ES-40080 | 3¾" x 7¾" | 4XW-40080 | 3 ¹³ / ₁₆ " x 7 ¹¹ / ₁₆ " |
| 6" x 8" | ZFS-60080 | 6½" x 8½" | 4ES-60080 | 5¾" x 7¾" | | |
| 8" x 8" | ZFS-80080 | 8½" x 8½" | | | | |
| 1" x 10" | ZFS-10010 | 1½" x 10½" | 4ES-10010 | ¾" x 9¾" | | |
| 1½" x 10" | | | 4ES-11210 | 1¼" x 9¾" | | |
| 2" x 10" | ZFS-20010 | 2½" x 10½" | 4ES-20010 | 1¾" x 9¾" | 4XW-20010 | 1 ¹³ / ₁₆ " x 9 ¹¹ / ₁₆ " |
| 3" x 10" | ZFS-30010 | 3½" x 10½" | 4ES-30010 | 2¾" x 9¾" | 4XW-30010 | 2 ¹³ / ₁₆ " x 9 ¹¹ / ₁₆ " |
| 4" x 10" | ZFS-40010 | 4½" x 10½" | 4ES-40010 | 3¾" x 9¾" | 4XW-40010 | 3 ¹³ / ₁₆ " x 9 ¹¹ / ₁₆ " |
| 6" x 10" | ZFS-60010 | 6½" x 10½" | | | | |
| 8" x 10" | ZFS-80010 | 8½" x 10½" | 4ES-80010 | 7¾" x 9¾" | | |
| 10" x 10" | ZFS-10X10 | 10½" x 10½" | | | | |
| 1" x 12" | ZFS-10012 | 1½" x 12½" | | | | |
| 2" x 12" | ZFS-20012 | 2½" x 12½" | 4ES-20012 | 1¾" x 11¾" | | |
| 3" x 12" | ZFS-30012 | 3½" x 12½" | 4ES-30012 | 2¾" x 11¾" | | |
| 4" x 12" | ZFS-40012 | 4½" x 12½" | 4ES-40012 | 3¾" x 11¾" | | |
| 6" x 12" | ZFS-60012 | 6½" x 12½" | 4ES-60012 | 5¾" x 11¾" | | |
| 8" x 12" | ZFS-80012 | 8½" x 12½" | 4ES-80012 | 7¾" x 11¾" | | |
| 10" x 12" | ZFS-10X12 | 10½" x 12½" | | | | |
| 12" x 12" | ZFS-12X12 | 12½" x 12½" | | | | |
| 12" x 14" | ZFS-12X14 | 12½" x 14½" | | | | |
| 12" x 16" | ZFS-12X16 | 12½" x 16½" | | | | |
| 12" x 18" | ZFS-12X18 | 12½" x 18½" | | | | |
| 12" x 20" | ZFS-12X20 | 12½" x 20½" | | | | |

Custom Offer Sizes:

| Process | Custom | Artwork/Imprint Area Size H" x W" <small>Full color artwork includes a ¼" bleed on each side, engraving cannot bleed</small> | Finished Size H" x W" |
|---------------------------|---------|--|--------------------------|
| Full Color | Minimum | 4½" x 4½" | 4" X 4" |
| Full Color | Maximum | 38½" x 48½" | 38" X 48" |
| Engraving | Minimum | ½" x 2¾" | ¾" X 3" |
| Engraving | Maximum | 15¾" x 23¾" | 16" X 24" |
| Engraving - Extended Sign | Minimum | 1 ¹³ / ₁₆ " x 2 ¹¹ / ₁₆ " | 2" x 3" |
| Engraving - Extended Sign | Maximum | 3 ¹³ / ₁₆ " x 15 ¹¹ / ₁₆ " | 4" X 16" |

Artwork Requirements: Full Color Plastic Signs

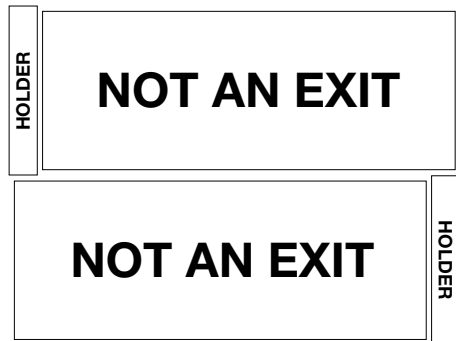
- Full color artwork size should include a ¼" bleed on all sides. Bleed area should always be included in artwork even if design does not bleed.
- CMYK processed file, create full color process files with Adobe Acrobat PDF file, **note: if RGB or other non-CMYK colors are used in your files the necessary 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

Engraving Plastic Sign

- 100% Black artwork
- Engraving files should be the finished size. Artwork/imprint safe area needs to be ⅛" away from the finished size on all sides.
- Engraving artwork/imprint area cannot bleed
- Artwork is not necessary to provide if there are no logos and only text needed. If only text is required the typestyle, upper/lower case along with text position should be indicated with the order. If no point size of text is given we will use our best judgement.
- Artwork cannot have screens
- Artwork with a border design should have a minimum thickness of 4pt., if design has double borders the space between the borders should be a minimum of ⅛".
- Logos/artwork with fine intricate details will not engrave well and will fill-in in tight registered areas
- Minimum Engraving Point Size: Block Fonts = 12pt., Script Fonts = 24pt.
- ***please note the following typestyles are also not available in a point size less than 24 pt. American Std Roman, University Roman, Burin Sans Regular, Amazone BT Regular, AT Commercial Script Regular, AT Isadora Regular, Murray Hill Bd BT Bold, Park Avenue, Ribbon 131 Bd BT Bold, Shelley Allegro Script, Snell Roundhand LT Std Script*
- 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

Extended Engraving Plastic Sign

- 100% Black artwork
- Engraving files should be the finished size. Artwork/imprint safe area needs to be ⅜" away from the finished sides on the top, bottom and left or right side. Extended sign is made up of 2 signs, one front sign and one back sign. The margin on the left side of the front sign will need an additional ½" from the finished size to account for the holder and drilling. The margin on the right side of the back sign will need an additional ½" from the finished size to account for the holder and drilling.



- Engraving artwork/imprint area cannot bleed
- Artwork is not necessary to provide if there are no logos and only text needed. If only text is required the typestyle, upper/lower case along with text position should be indicated with the order. If no point size of text is given we will use our best judgement.
- Artwork cannot have screens
- Artwork with a border design should have a minimum thickness of 4pt., if design has double borders the space between the borders should be a minimum of ⅛".
- Logos/artwork with fine intricate details will not engrave well and will fill-in in tight registered areas
- Minimum Engraving Point Size: Block Fonts = 12pt., Script Fonts = 24pt.
- ***please note the following typestyles are also not available in a point size less than 24 pt. American Std Roman, University Roman, Burin Sans Regular, Amazone BT Regular, AT Commercial Script Regular, AT Isadora Regular, Murray Hill Bd BT Bold, Park Avenue, Ribbon 131 Bd BT Bold, Shelley Allegro Script, Snell Roundhand LT Std Script*
- 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:** Box shipping container depending on the size of the sign.
- Multiple signs will ship in one shipping container, multiple containers 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.