

Tech Sheet - Full Color Clear Acrylic Desk & Wall Signs

Size Available: Full Color Clear Acrylic Desk Sign
 • 4 standard sizes, custom sizes available

Full Color Clear Acrylic Wall Sign
 • 4 standard sizes, custom sizes available

Process: Full color digital print is printed sub-surface with a white vinyl applied behind; covering the entire back side of the sign.
 *white vinyl helps the colors to "pop" on the clear material and helps to protect the printed surface
 **sub-surface printing is when the artwork is mirrored and printed on the backside of the material or substrate
 1-side printing available

Material: Vertical or Horizontal Orientation
 ¼" clear acrylic
 No bevel available
 Square corners are standard, if round ¼" radius corners are desired please specify

Full Color Clear Acrylic Desk Signs
 • includes two, ⅝" diameter table top stand-offs
 **Table top stand-offs have a brushed silver finish and have a 1" barrel length.
 **Drill holes for the table top stand-offs will be at the bottom left and right corner of the desk sign

Production Time: Full Color Clear Acrylic Wall Signs
 • includes two, ¾" diameter wall mount stand-offs

Set-up Charge: **Wall mount stand-offs have a brushed silver finish and have a ¾" barrel length.

Art Charges: **Drill holes for the wall mount stand-offs will be centered vertically on the right and the left side of the sign
 2 working days
 **Quantities of 50 or more and custom sizes may require additional production time.

FREE
 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:

Desk Sign Item Number	Wall Sign Item Number	Full Color Artwork Size H" x W" <small>¼" bleed on each side</small>	Finished Size H" x W"
ZCA-43D1	ZCA-43W1	2¼" x 8¾"	2" x 8"
ZCA-43D2	ZCA-43W2	2¼" x 10¼"	2" x 10"
ZCA-43D3	ZCA-43W3	3¼" x 8¾"	3" x 8"
ZCA-43D4	ZCA-43W4	3¼" x 10¼"	3" x 10"

Custom Offer Size:

Custom	Artwork/Imprint Area Size H" x W" <small>¼" bleed on each side</small>	Finished Size H" x W"
Minimum	4¼" x 4¼"	4" x 4"
Maximum	6¼" x 10¼"	6" x 10"

**if a custom size larger than the listed maximum is needed, please call to inquire*

- Artwork Requirements:**
- 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.
 - Full color artwork will be printed sub-surface, on the back side of the acrylic.
 - A white vinyl is applied on the entire back side of sign after the full color artwork is printed.
 - Any white in the full color artwork will knock out clear but show as white once the white vinyl has been applied over the full color art.
 - The white vinyl is added to help color "pop" and be more vibrant as well as add protection to the full color print on the acrylic material.
 - 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.

Product Weight:

NOTE: weight shown is for (1)

***weights include sign + stand-offs*

Finished Size H" x W"	Desk Sign Item Number	Desk Sign Weight (lbs)	Wall Sign Item Number	Wall Sign Weight (lbs)
2" x 8"	ZCA-43D1	0.20	ZCA-43W1	0.25
2" x 10"	ZCA-43D2	0.25	ZCA-43W2	0.29
3" x 8"	ZCA-43D3	0.30	ZCA-43W3	0.33
3" x 10"	ZCA-43D4	0.37	ZCA-43W4	0.38

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.