

Tech Sheet - Posters

Size Available: 9 standard sizes, custom sizes available
Process: Full Color Digital Print
 1-sided only
 Vertical or Horizontal Orientation
 Gloss lamination available on semi-gloss material only upon request, quote required

Material:

Standard Matte Posters

- 33 lb. Bond
- Matte Finish
- Indoor Recommended, Outdoor use okay if limited exposure

Super Heavy Matte Posters

- 55 lb. Bond
- Matte Finish
- Indoor Recommended, Outdoor use okay if limited exposure

Semi-Gloss Posters

- 100 lb. Cover Professional Photo Paper
- Semi-Gloss Finish
- Gloss lamination available on semi-gloss material only upon request, quote required
- Indoor Recommended, Outdoor use okay if limited exposure

Gloss Posters

- 100 lb. Cover Professional Photo Paper
- Semi-Gloss Finish
- Gloss lamination available on semi-gloss material only upon request, quote required
- Indoor Recommended, Outdoor use okay if limited exposure

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:

Standard Matte		Super Heavy Matte		Semi-Gloss		Semi-Gloss		Artwork Size H" x W" <small>¼" bleed on all sides</small>	Finished Size H" x W"
Horizontal Item Number	Vertical Item Number	Horizontal Item Number	Vertical Item Number	Horizontal Item Number	Vertical Item Number	Horizontal Item Number	Vertical Item Number		
5VP-AIK1H	5VP-AIK1V	5VP-AJK1H	5VP-AJK1V	5VP-AKK1H	5VP-AKK1V	5VP-ALK1H	5VP-ALK1V	9" x 11½"	8½" X 11"
5VP-AIH3H	5VP-AIH3V	5VP-AJH3H	5VP-AJH3V	5VP-AKH3H	5VP-AKH3V	5VP-ALH3H	5VP-ALH3V	11½" x 17½"	11" x 17"
5VP-AIGH	5VP-AIGV	5VP-AJGH	5VP-AJGV	5VP-AKGH	5VP-AKGV	5VP-ALGH	5VP-ALGV	16½" x 20½"	16" x 20"
5VP-AIIH	5VP-AIIV	5VP-AJIH	5VP-AJIV	5VP-AKIH	5VP-AKIV	5VP-ALIH	5VP-ALIV	18½" x 24½"	18" x 24"
5VP-AIOH	5VP-AIOV	5VP-AJOH	5VP-AJOV	5VP-AKOH	5VP-AKOV	5VP-ALOH	5VP-ALOV	22½" x 28½"	22" x 28"
5VP-AIKH	5VP-AIKV	5VP-AJKH	5VP-AJKV	5VP-AKKH	5VP-AKKV	5VP-ALKH	5VP-ALKV	24½" x 36½"	24" X 36"
5VP-AIL1H	5VP-AIL1V	5VP-AJL1H	5VP-AJL1V	5VP-AKL1H	5VP-AKL1V	5VP-ALL1H	5VP-ALL1V	27½" x 40½"	27" x 40"
5VP-AIHH	5VP-AIHV	5VP-AJHH	5VP-AJHV	5VP-AKHH	5VP-AKHV	5VP-ALHH	5VP-ALHV	36½" x 48½"	36" x 48"
5VP-AIM1H	5VP-AIM1V	5VP-AJM1H	5VP-AJM1V	5VP-AKM1H	5VP-AKM1V	5VP-ALM1H	5VP-ALM1V	40½" x 60½"	40" x 60"

Custom Offer Sizes:

Custom	Artwork Size H" x W" <small>¼" bleed on all sides</small>	Finished Size H" x W"
Minimum	5½" x 5½"	5" x 5"
Maximum	52½" x 120½"	52" x 120"

**For posters under 8" x 8" minimum quantities may apply*

- 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. 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:** Kraft tube or box shipping container depending on the size.
Multiple posters 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.