

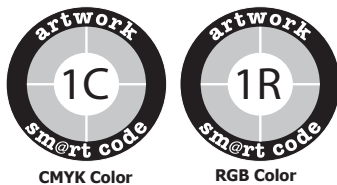
# Art Requirements

## Artwork Requirements & Policies

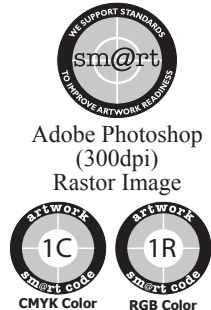
### Artwork Formats

We prefer art in .ai (vector), .eps (vector), or .pdf (vector) files in either CMYK or RGB (**all fonts/typefaces outlined**). We will accept electronic art in .eps (raster), .tiff, .psd or .jpg files at 300 dpi in PC format. Artwork will not be accepted by fax or hard copy. **When emailing artwork, please include your name, company, P.O. #, and phone number.** Keep in mind that artwork with high color saturations will print with better quality. **All art with halftones, screens, fades or blends are subject to factory review and approval.** Templates for most items are available on our website. Others are available from the Factory.

...send your logo/artwork in:  
**Adobe Illustrator**  
(all fonts **OUTLINED**)  
**Vector Image**



...is also acceptable in:



### PMS Color Matches

Custom Chocolate does not charge for exact PMS color matches. PMS color matches will be done within the limitations of 4-color process printing. Please specify exact PMS numbers in your artwork.

### Artwork Procedure

#### 1. Email your logo artwork.

Include your purchase order number on the subject line. Please include your contact information: Name, Company, PO#, Phone #, Fax # and Email Address in the body of your email.

#### 2. Our Graphics Department will email you a pdf file with your label layout for approval.

#### 3. Reply to your email with your Label Layout Approval or changes required within 24 hours of receipt.

**Production time begins with the receipt of your final proof approval.**

### Errors

We are not responsible for errors resulting from mistakes in customer-supplied artwork or copy or for errors in approved proofs.

### Proofs

Color electronic proofs are provided at no charge. Approval is required before production begins. **Proof approval must be made within 24 hours of receipt to maintain your ship date.** Additional proofs due to artwork changes, revisions or additions are subject to additional art charges at the rate of \$15.00 (Z) per revision after the first revision. Printed color proofs and pre-production samples are \$50.00 (Z) per product or variation. Production time begins after receipt of written or electronic proof approval. Proofs will not be sent unless specifically requested on exact repeat orders.

### Artwork Changes

If artwork correction or manipulation is required to generate usable art, additional charges may be incurred at \$40.00 (Z) per half hour (minimum of one half hour). Please provide a copy of the original file or font used on any "placed" graphics within your design. If fonts are not supplied, we will substitute the closest available font.

### Copy and Color Changes

Copy and color changes are subject to a \$25.00 (V) per product re-set up charge. Copy and color changes also apply to multiple products placed on the same P.O. using the same logo artwork, due to the need to place the art on unique art templates specific to those products.

### Repeat Orders

Exact repeat orders on identical product(s) with no changes in artwork will not incur any new set up charges. Please reference the previous P.O. # on repeat orders. Existing artwork applied to new products or sizes will incur normal set up charges. Artwork altered in any way is subject to a copy or color change charge of \$25.00 (V). Artwork is kept on file for 2 years.

### Virtual & Spec Samples

Virtual samples are available by uploading your artwork onto our web site for the item in question. We will provide virtual samples of custom logo-embossed pieces at no charge upon request, even before an order is placed. Speculative samples are available upon request. Normal set-up charges apply. This spec sample set-up charge will be credited against your subsequent product order.

### Blank & Unimprinted Products

There are generally no set-up charges for blank and unimprinted products.