

Instructions For Set Up when Template is Not Available:

Basic Shapes only: Square, Rectangle, Circle.

1a. **InDesign:** Create the shape according to the product size. Copy and paste this shape in place and reduce the overall size by 1/4", both width and height -- **this will be your 1/8" margin guide**. Repeat the copy and paste in place and enlarge the overall size by 1/4", both width and height -- **this will be your 1/8" bleed guide**. See example below.

**Note: If your artwork is not set up correctly for a 1/8" margin/bleed, adjustments will be made if possible and may not be eligible for the production ready art discount.*

***Note for unusual shapes: Please contact supplier for specific template when not available online.*

1b. **Illustrator:** Create the shape according to the product size. Click on this shape, go to "Object>Path>Offset Path" and enter .0125 -- **this will be your 1/8" bleed guide**. Repeat with a negative .125 and **this will be your 1/8" margin guide**. See example below.

**Note: If your artwork is not set up correctly for a 1/8" margin/bleed, adjustments will be made if possible and may not be eligible for the production ready art discount.*

***Note for unusual shapes: Please contact supplier for specific template when not available online.*

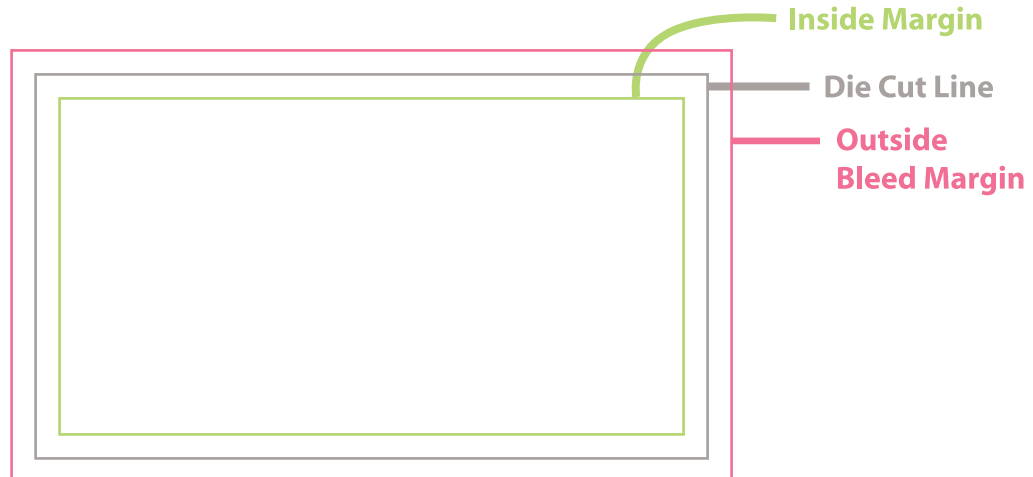
2. All rasterized images must be embedded, CMYK preferred, minimum 300 dpi. *Note: Supplier uses the following Adobe® software color settings: RGB conversion-Colormatch RGB, CMYK-U.S. Sheetfed Coated, and we refer to the Pantone® Color Bridge Coated Solid to Process swatch book. Keep in mind, laminate may enhance Magenta and Cyan by approximately 5-7%.*

3. Convert ALL fonts to outlines (curves). *Art received with live fonts may not be eligible for the production ready art discount.*

4. Prepare artwork as an Adobe PDF (Press Quality) or EPS file (Postscript 3 if applicable). If you submit art as a TIFF or JPEG, please remember to remove the die, margin and guide lines before flattening the image. 300 dpi minimum for rasterized artwork.

5. Upload your Production Ready Art to your Distributor Central Supplier Order.

Example:



Example shown here is for visual representation of the inside margin, die cut line, and outside bleed margin.