

Artwork Guidelines

Accepted File Formats

- **Print-Ready PDF (Preferred)**
 - Be sure to include bleeds and crop marks.
- **InDesign, Illustrator, Photoshop, Quark, Microsoft Office, Microsoft Publisher**

Artwork Guidelines

- **Layout**
Single pages (not spreads), in numerical order (1,2,3...) work best
- **Bleed**
1/8" bleed is required when your project has art elements that extend to the edge of the trim and for **Wide Format Cutting** of letters and graphics.
- **Color**
Use the CMYK color mode for color images.
Use Pantone colors whenever a color match is important.
- **Images**
Use **Vector images (.ai and .pdf)** whenever possible. They are always sharp, no matter the size.
- **Resolution**
Offset and Digital Printing—300 dpi=High Quality, 150-299 dpi=Good Quality, 1-149 dpi=Low Quality

Wide Format Printing—151-300 dpi for a printed item being viewed up close, **150 dpi (or less)** for a printed item being viewed from a distance (Several feet)
- **Safe Zone**
All elements (text, images, logos, etc.) must be kept at least 1/8" (.125") away from the trim edge.

Proofs

- **Soft Proof**
Soft proofs (PDF) are fine most of the time. They are great for checking content but will not always accurately show color or other problems such as resolution.
- **Hard Proof**
For color critical projects, we offer a hard proof (ink on paper). This is the best way to be sure that your expectations on the final product are met.

File Submission

Visit <http://www.meridian-direct.com/upload-files/>

Still Have Questions?

We're here to help!



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