Incoming Artwork File Guidelines
March 2021

Supported File Formats:
Adobe InDesign: Version 15.1.3 and earlier
Adobe Illustrator, Photoshop
PSD, TIFF, EPS, AI

All artwork submitted to Consolidated Printing should be laid out in InDesign and packaged with all fonts and links. Adobe Photoshop and Illustrator should be used for linked graphic elements only. Graphics created in Photoshop or Illustrator utilizing layers should be supplied with all layers intact, as opposed to flattened files.

Unsupported file formats - The Art Department cannot reproduce artwork from these file types: Microsoft Publisher or PowerPoint, Excel, CorelDraw, or CAD. Below is a list of usable and unusable files by extension type.

Usable if extension is:
.indd, .eps, .ai - This file type can be modified in InDesign, Photoshop or Illustrator
.tif, .jpg - Good if 300 dpi at actual size ONLY
.psd - Good if 300 dpi, CMYK and layers left intact
.pdf - FOR PROOFING ONLY - not good for production

Unusable if extension is:
.cdr - Corel Draw file
.xls - Microsoft Excel - for Imprint Data ONLY
.ppt, .pub - Microsoft Powerpoint and Publisher
.pcx, .bmp - low resolution graphic
.gif - low resolution web graphic
.qxd - Quark files are no longer accepted by CPI

PDFs - PDFs are only acceptable for reference and are not recommended for use as production artwork. Please contact your Sales representative for any further details.

Vector-based art - Logos and graphics will print clearer and sharper if supplied in a vector-based format like Illustrator EPS or AI file, as opposed to a pixel-based format like TIFF or JPEG.

Pixel-based images - Photos and other pixel-based graphics should be supplied as PSD, TIFF or Photoshop EPS. High-res JPEGs are okay as long as they are not being enlarged from a lower resolution. Resolution should be 300 dpi. GIFs, PNGs and any images copied from a web page will not reproduce well, and should not be used.

Linked vs. embedded images - Artwork should be supplied with all placed graphics linked as opposed to embedded, and individual graphic files should be sent in addition to the composite artwork.

Fonts - We require all fonts used in your artwork. This includes fonts used in individual linked graphics. **We cannot use Typekit for fonts**, so please provide all fonts used.

Proper Sizing of Artwork - Please provide artwork to size quoted with an added 1/8" bleed (i.e.: single cut ticket size quoted at 3" x 7" then artwork should be 3.25" x 7.25" which includes the 1/8" bleed.) Artwork that is incorrectly sized will either have to be resent corrected, or resized by one of our in-house Graphic Designers, either of which options may cause delays in printing and shipping, as well as additional costs.

Additional Notes - Because of variances that can occur during post-press processing (i.e.: foiling, die-cutting, perfing, embossing, ect.) please keep any important text and images 1/10" away from the cut edge of the ticket and away from any ticket perfs. Barcode areas must remain white without any screens behind them. Also, please adjust artwork to leave a space with a 1/4" inch clearance on each side of the barcode to allow for the best possible scanability.

We accept saved artwork via FTP, Sharefile, DropBox or email. Send digital files under 10mb via email to your Sales representive. If you submit files via our ShareFile site contact your Sales representative when uploading. This ensures that files are assigned to the correct job for production. Please contact your Sales representative with any additional questions regarding file submission.