



All graphic prices are based on receiving **READY TO PRINT** artwork supplied on or prior to the artwork deadline date, given to you upon order confirmation. To ensure proper submission and timely delivery, please read the following guide carefully.

## The Artwork Submission Process

### 1 Review Your Order

Once you have placed your order, you will receive all necessary artwork details documents. Please review those documents for your graphic order.

### 2 Create Your Artwork

Create your artwork according to the technical specifications detailed in the column to the right.

### 3 Upload Your Artwork

We provide three ways to submit your print-ready artwork files.

#### Upload To FTP, Dropbox, and By Email\*

Please call us at 403. 291. 2244 for more information

#### Mail\*\* (for CDs , DVDs or USB sticks)

AnvyDigital Imaging Inc.  
3016 10th Ave NE Calgary, AB, Canada T2A 6A3

### 4 Get Approved

Within 1 to 3 business days you will receive a proof email. Please review and reply with your approval.

#### --Important!!!

Production does not begin until implicit proof approval is received and payment is confirmed.

\* It's important to include order and contact information into the form when uploading artwork files. Uploads without this information are not guaranteed processing.

\*\*Mail · Please clearly reference your order number on the package/envelope and include all pertinent contact information.

## Technical Specifications

### FILES

Ensure all files are properly named along with your company's name and uploaded in all layouts and file names. Have the correct file extension name (ie. .eps/ .tif/ .ai ...etc) Always leave the files layered for minor adjustments if required. **Once you have successfully uploaded files, please notify us by email or phone of file name and description.**

### BLEEDS

Please provide at least 0.5" around all layout, as well as accurate crop marks for trimming.

### PROOFS

Provide an accurate updated hardcopy or PDF proof with each layout.

### COLOUR

When possible, supply **pantone** colour numbers. Where colour matching is critical, a hardcopy proof is helpful.

### LOGOS

Supply all logos and illustrated graphics in a **vector** format whenever possible.

### FONTS

Include all fonts used in your file, or convert to outlines or curves.

### PDF

Ensure file is high resolution and is at print size or proportionally scaled.

### PHOTOSHOP

All files should be final size at minimum 100 dpi size or proportionally scaled.

### ILLUSTRATOR

Provide linked files as apposed to embedding them and convert strokes and fonts to outlines, save in illustrator .ai format.

### INDESIGN

Include all fonts and linked files (creation size of linked files must be at 100dpi resolution when enlarged).

### QUARK

Beware that maximum output size in Quark is 400% of the creation size and linked files must be at 100 dpi resolution when enlarged. Illustrator is the preferred program.

### COREL DRAW

Please convert all fonts to curves.

## Questions? Concerns?

## Please call us at

# 1.866.912.2689