COLOR KEY:

- Safe Zone - If your art or text passes the green line, it may get clipped off.
- Trim Line - If your art passes the blue line, it should also extend to the magenta line.
- FOR PLACEMENT ONLY (FPO)

Fold here to view card placement.

COMMON PROBLEMS WITH ARTWORK:
- Portraits are not outlined.
- Type has been modified using the style palette (i.e. bold or italic) rather than using the appropriate typeface from our list.
- Graphics are low resolutions; raster graphics should be at least 300dpi.
- Graphics are missing; not embedded or not supplied with artwork.
- Artwork color is supplied in RGB and not CMYK.
- Graphics do not meet the 1/8" bleed requirements.
- Supplied only the final Photoshop file instead of also including the original layered Photoshop file.

PRODUCTION SPECIFICATIONS AND PROOFS:
- We take magnetic strips and variable data on one side only in the order magnetic, and on a separate layer. All other layers include the bleed (FPO) for placement only. MTM magnetic strips, bar codes, and other variable data within removed prior to production.
- Carefully check spelling, layout, and specifications. The proof indicates the exact clipping and location of copy, magnetic strips, hole punching, sequential numbering, signature panels, and all other options to your card.
- Any text or art that is getting extra options such as foil stamping, crystal raised ink, etc. must be in vector format.
- Every effort will be made to match a PMS color. However, there may be a slight variation in color due to overprinting and/or the application of certain print options.
- Any changes or alterations in your design or copy will require a new proof and will also afect your ship date. Your ship date is estimated after you approve of your final artwork.

ACCEPTED SOFTWARE:
We accept artwork from the following programs:
- Adobe Illustrator CS
- Adobe Photoshop CS
- Adobe InDesign CS
- Adobe PDF - High Resolution

We cannot accept other software files, including Microsoft Word, Microsoft Publisher, and Microsoft PowerPoint.