



## PRINTING GUIDELINES

In order to ensure high quality print graphics for your exhibit, we have listed a few guidelines below. **You must supply us with the final artwork.** If you do not have any artwork, please contact a local graphic designer. There will be a \$75 per hour charge if there are any changes or modifications to the artwork or logo. Thank you for your cooperation.

### Posters/Graphics/Logos

#### **Poster Image Resolution and Dimensions:**

- 150dpi full scale
- 300dpi ½ scale
- For example: If your print should be 10" x 20" you would send it at 10" x 20" (full scale) at 150dpi. It could also be sent at 5" x 10" (1/2 scale) at 300dpi.

#### **Acceptable file formats:**

- JPG File -- (Uncompressed) **Preferred**
- PDF Files -- Please make sure you check the compression output settings when creating the file.)
- Adobe Illustrator Files-- Embed linked files when saving the document. Do not send images as linked files. Please "trace" the graphic if it is not in a vector format. This will make the graphic scalable without a loss of resolution or image quality
- EPS Files -- (Useful if font must be included with the file for changes. If you are unsure how this format works please use one of the above.)

For files under 5 MB you can simply email them to [production@infinityexhibit.com](mailto:production@infinityexhibit.com).

For large files up to 2GB please use WeTransfer or similar service

**Send your artwork files for printing via WeTransfer:** <https://infinityexhibits.wetransfer.com/>

Add your files / Email to: [production@infinityexhibit.com](mailto:production@infinityexhibit.com) / Message: Include your company name and any notes

For more information about file formats please visit:

<http://desktoppub.about.com/od/graphicformats/a/graphicformats.htm>

**Please consult with your graphics designer when possible to make sure the above guidelines are met. We require rendering proof approval 10 business days prior to the shipping date. If rendering proof approval is not received 10 days prior to shipping date, a rush fee may apply.**