

Art must be designed on our templates. Download at ColorWorxPrint.com

TABLE TENTS (14 PT C2S Cover w/Gloss UV Outside) (Ships flat, unfolded.)

- 4.25" x 5.5" (50-54-001)
- 7" x 4.25" (50-54-002)
- 4" x 6" Tri-panel (50-54-003)

Quantity: _____ Print: 4/0 only

GREETING & NOTE CARDS (Ships flat, unfolded.)

- 5.25" x 7.875" Greeting Card (50-D-55-002)
- 5.5" x 4.125" Note Card (50-D-55-003)

Quantity: _____ Digital Print: 4/0 4/1 (blk) 4/4

include plain white envelopes (additional charge)

Stock: 14 PT C2S White Cover (UV Coat outside) 80# Uncoated Smooth White Cover

PHOTO HOLDERS (Ships flat, unfolded.)

- 4" x 6" Portrait Photo Holder (50-D-55-046)
- 6" x 4" Landscape Photo Holder (50-D-55-064)

Quantity: _____ Digital Print: 4/0 4/1 (blk) 4/4

include plain white envelopes (additional charge)

Stock: 14 PT C2S White Cover (UV Coat outside) 80# Uncoated Smooth White Cover

ENVELOPES

- #10 24# Gummed White Wove
 - w/security tint w/window w/window security tint
- 9" x 12" Catalog 28# Gummed White Wove
- 9 1/2" x 12 5/8" Booklet 28# Gummed White Wove

Quantity: _____ Digital Print: 4/0 only

PLASTIC CARDS (3.375" x 2.125" credit card size)

- 13 mil (50-D-CR8013)
- 30 mil (50-D-CR8030)
- LoCo Mag Stripe 30 mil (50-D-CR8030-LO)
- HiCo Mag Stripe 30 mil (50-D-CR8030-HI)

Quantity: _____ Digital Print: 4/0 4/1 (blk) 4/4

Options (additional charge): variable copy encoding (mag stripe only)

CARD HOLDERS

- Economy 10PT C2S w/gloss UV outside (50-D-55-010)
- Side Fold 10PT C2S w/gloss UV outside (50-D-55-007)
- Card Hanger 10PT C2S w/gloss UV outside (50-D-55-009)
- Sleeve 80# Uncoated Smooth White Cover – 4/0 only (50-D-55-019)

Quantity: _____ Digital Print: 4/0 4/1 (blk) 4/4

PLASTIC ID BADGES (3.375" x 2.125" credit card size)

- 24 Hour Express 30 mil Badge (50-D-EXPBDG30)
- ID Badge 30 mil (50-D-BDG30)

Quantity: _____ Digital Print: 4/0 4/1 (blk) 4/4

Options (additional charge): Slot Badge Clip Clear Badge Holder

Lanyard indicate: Black White

POSTERS (100# C2S Gloss Text w/Gloss AQ)

- 11" x 17" 18" x 24" 24" x 36"

Quantity: _____ Print: 4/0 only

Download item template from ColorWorxPrint.com

Create Layout Files with the Following Programs (Mac or PC):

- InDesign • Illustrator • Photoshop • Corel Draw*
- (*for Corel Draw convert type to curves)

Please note we cannot accept files created with:

- Microsoft Publisher • Powerpoint • Word • PageMaker

Send ALL Required Files & Art Elements:

- use "package" function in program to collect all elements used in file, including: fonts, graphics, logos, scans, etc.
- vector art: convert type to outlines save as .EPS
- images (photos): 300 dpi high-res for CMYK & grayscale
 - save as .PSD or .TIF
 - RGB low resolution (72 dpi) web graphics are not acceptable
- scans: 1200 dpi, bitmap format save as .PSD or .TIF

If Sending a .PDF File as Artwork:

Wrong template, missing bleed, low-quality graphics will be rejected.

- high-resolution (print quality) .PDF documents, including 1/8" bleed

Ink Colors:

- four color process (full color) printing: use **CMYK - NOT PMS OR RGB**
 - for large black areas (not type), we suggest the following rich black mix: cyan 60% magenta 40% yellow 40% black 100%
 - avoid "Blues that look Purple" refer to the Pantone® Formula Guide and/or Pantone® Color Bridge (www.Pantone.com)
 - choose a blue formula with 30% more cyan than magenta

Avoid Errors in Your Files:

- Proofread & test print your files: print color separations. Added charges apply if we need to modify your files.
- We are not responsible for errors in supplied files.**

Sending Art Files

- 1 Check that artwork & layout matches item specs**
 - Follow Artwork Guidelines
 - Label files with job name & dealer P.O. number
- 2 Compress files (.zip) before sending**
- 3 Upload Files & P.O.**
 - go to colorworxprint.com
 - choose **UPLOAD ART**
 - Login to **SelfService**
 - Click **ARTWORK UPLOAD**