



Digital File Acceptance Guidelines for Fleet Vehicle and Transit

Software

Our imaging software works well with Illustrator, Freehand, and PhotoShop files. DO NOT use page layout programs (i.e. Quark, InDesign) to design your vehicle. Whenever possible we prefer jobs done in Illustrator.

Supported Media Types

We can accept your files on the following type of electronic media:

- FTP your file to us, contact us directly for instructions
- Zip cartridges 100 and 250 MB.
- CD-R, DVD-R, DVD+R
- Email digital files to solutions@offcontact.com

Note: for compression, use stuff-it or ZIP archives only.

Always include a laser or color positioning print so that we can verify anything unusual that may appear on our monitor before your file is printed. Unless specifically requested at the time of order, the provided color prints will not be used for color matching. The supplied print will be used to verify all elements and proper positioning.

Files are printed as-is unless additional work (color correction, proofing, etc.) is requested when the order is placed. We cannot accept the responsibility for improperly prepared files.

Pantone and Spot colors may not produce accurately using CMYK type out-put devices. All color out-put devices produce colors differently and we cannot guarantee 100% accuracy. Our suggestion is to have a test print made as a proof to check PMS color accuracy. Necessary color correction changes can be made prior to running the production job.

Emailed files should be compressed using Stuffit or WinZip, to protect the file during transfer across the net. Please include a JPEG or a PDF proof of the file. Resolution on the .jpeg should be high enough to allow us to read the smallest text on the file. If we do not receive a proofing file from you we will make one from your file and email it to you for approval. Production will not begin until we receive a sign off.

Fonts

Please use only Postscript fonts and include them on your disk. If using any other fonts (i.e. TrueType, Multiple Master, ect.) you must convert them to outlines (or curves) before you send in your file, or they will not print correctly.

Output

We recommend that you prepare your digital files at full size, although we can enlarge or reduce your files if necessary.

Resolution

Your full-size files should be prepared at 50-100 dpi for output. If we are enlarging your file the resolution must be increased proportionally. For example, if we enlarge your file by 200% then the resolution of the original file should be two times the requested dpi (i.e. 50-100 dpi is increased to 100-200 dpi).

Recommended resolution values only apply to bitmap files. Vector files can be enlarged to any size with no loss of resolution.

If file resolution is set lower than our recommended values, the final quality will suffer loss of obtainable



resolution. The loss may not be apparent, depending on the viewing distance of the finished piece. Our maximum resolution is 309 dpi, files sent in at higher a resolution than 309 dpi at 100% scale will not increase the final image quality.

Vector Files

Application files (i.e. Illustrator, Freehand, and CorelDraw) that do not use bitmap or placed images can usually be enlarged to any size without image quality loss. Please remember to include all fonts or convert font to outlines (or curves) for any placed vector based EPS image. All placed images should be included.

** We cannot accept Photoshop EPS files, if you are using Photoshop, please save your file as a Tiff.

Bitmap Files

Files with placed images can be accepted in CMYK format ONLY. All bitmap files should be in .TIF or .EPS format.

Questions:

Call Budget Wraps at (877)-OCP-WRAP or (419) 255-5546
Fax (419) 255-4440

Mail to:

1501 Monroe St.
Toledo, Ohio 43604

Shipping Address:

(UPS, FedEx, DHL)
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