



Artwork Transfer Guidelines

PROGRAMS AND FORMATS

Our preferred method of receiving electronic files is either via e-mail or on a CD-ROM. When sending files by e-mail, please send them as attachments to Keypadinfo@PM-USA.com.

When sending a file or disk to Phoenix Mecano please include the following:

- ▶ File name
- ▶ The program used to make the file
- ▶ The program version number
- ▶ The fonts used in the document

Phoenix Mecano utilizes the following programs:

VECTOR

- ▶ CorelDraw X3 (.cdr)
- ▶ Adobe Illustrator CS3 (.ai)
- ▶ Macromedia Freehand MX
- ▶ Vector Portable Document Format (.pdf)

CAD

- ▶ AutoCAD LT 2006 (.dwg, .dxf)

RASTER

- ▶ .tif
- ▶ .bmp
- ▶ PhotoShop CS3 (.psd)
- ▶ Corel PhotoPaint X3 (.cpt)
- ▶ .jpg
- ▶ .gif
- ▶ .pcx

For 4-color process printing, Raster (CMYK) formats are acceptable and should be saved at 300 dpi or greater at the size they are printing. However, our ability to edit these files is limited. Therefore, much of the preliminary work must be done by you.

Important: Please note it is very important that when sending an electronic file in conjunction with a Purchase Order, a fax of your final artwork must be sent to us along with the file.

Our fax number is **(301)-696-9494**.

ADDITIONAL TIPS ON SENDING ELECTRONIC ARTWORK FILES

When sending electronic artwork to us, please make sure to:

- ▶ Supply the fonts embedded in the artwork, or
- ▶ Convert the fonts to “curves” (when using CorelDraw) or “Create Outlines” (when using Adobe Illustrator). When supplying files in this manner, we cannot edit the text, but you will get exactly the look you see on your PC monitor.

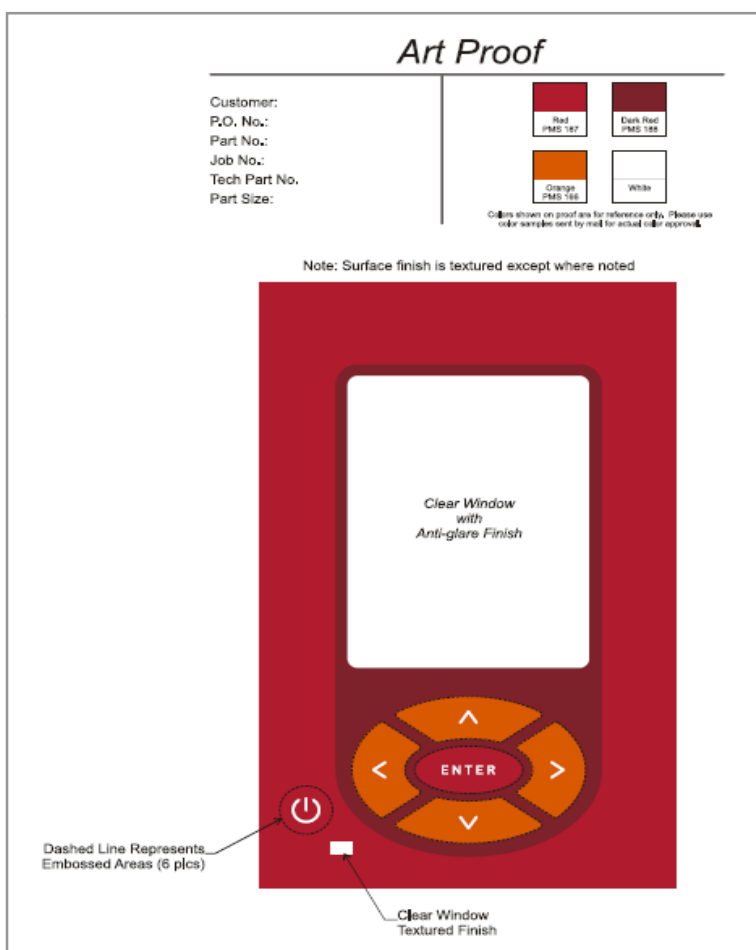


Artwork Transfer Guidelines *(continued)*

- ▶ If you are using a program that allows for linked images, please make sure you also send the files containing the linked images.
- ▶ If the program you are using is not listed on this page, please e-mail us at Phoenix Mecano (Keypadinfo@PM-USA.com) or phone us at **(301) 696-2126**.

PROOFING YOUR ARTWORK

Our standard procedure is to e-mail you an artwork proof (prior to producing your parts) in the form of a color pdf file, and if requested, we can supply a film composite. This proof will be exactly what we plan to print and you should carefully review it. The colors shown in the proof will be close approximations of your specified color(s), but should not be used for color matching purposes.



Note: If you do not have Adobe Acrobat reader, you may acquire a free copy by following this link, <http://www.adobe.com/products/acrobat/readstep2.html>

Please note that while we make every effort to create the artwork exactly to your requirements, it is your responsibility to verify that we have accurately interpreted your design. The due date for your approval of the returned proof is critical to maintaining your project's production schedule.