

FILE REQUIREMENTS

DIGITAL FILE FORMATS

Acceptable digital file formats are:

- PDF, EPS, TIFF, JPG and PSD files
- Any file containing text should be converted to outlines, and linked images in AI or EPS should be embedded.

RESOLUTION

- Pixel-based images should be set to 200-400 DPI
- If the image must be enlarged more than 150%-200%, the file needs to be prepared at twice the initial resolution.

COLOR

If supplying your own image or graphic, make sure to save the file with the appropriate color profile (RGB or CMYK). If using spot or PMS colors, you must have an embedded color profile, for selection to be accurately matched.

FILE PREPARATION

Print-Ready Files: When preparing a print-ready file, images or graphics must be set to the size of the product specs provided by Modular Services Company. Image or graphics must be built using a 1" bleed on each side and include crop marks to identify live area. Graphics with fonts and text must not extend beyond the live area. Modular Services Company will confirm print area via a signed PDF approval by the customer prior to print.

Image Files Only: If supplying an image file only (i.e. JPG or TIFF), Modular Services Company can set image size to the product specs and provide a PDF of three different examples of how the image could appear in the live area. The preference of image crop and position from the three examples will be indicated and approved by the customer prior to print.

Note: Once PDF approval is received by the customer, images, graphics and text cannot be changed.

FILE SUBMISSION

Files can be sent via email directly to your project estimator or uploaded to modularservices.wetransfer.com. Please include the project name and MSC Job Number or MSC Quote Number in the message line.

TERMS & CONDITIONS

IMAGE USE AGREEMENT

An *Image Use Agreement* must also be signed when customer is providing their own images or graphics for use on Modular Services Company products. It is the responsibility of the customer to uphold all rights on copyrighted images, graphics and artwork per the *Image Use Agreement*. Files provided by the customer will not be processed unless a signed *Image Use Agreement* is received. Customer will be provided with a countersigned copy of this agreement.

IMAGE QUALITY

A low-resolution PDF sample of how an image will appear in the live print area on the product will be supplied to and approved by the customer prior to production. Modular Services Company does not provide physical samples of digitally printed products; therefore, the quality of any supplied image or graphic file is the responsibility of the customer.



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