

Bulletin: 14'h x 48'w



Artwork Requirements

Artwork should be delivered 30 days prior to a scheduled display date and formatted to the specifications below.

Mechanical Proportion & Scale

- 1/2" = 1' @ 300 ppi

| 1/2" Scale (h x w) | Mechanical Size | Actual Size |
|--------------------|-----------------|-------------|
| Critical Elements | 6.5" x 23.5" | 13' x 47' |
| Live Area | 7" x 24" | 14' x 48' |
| Bleed | 7.5" x 24.5" | 15' x 49' |

Digital File Specifications

- Digital files formatted for a Macintosh system can be submitted via CD/DVD, USB drive, CCO's FileExchange or other file transfer site
- **Adobe Creative Cloud software accepted:** Photoshop, Illustrator and InDesign
- **Preferred file formats:**
Photoshop: CMYK TIF files using LZW compression
Illustrator/InDesign: Press ready PDF (with bleed)
- Include screen/printer fonts (zip file) or convert to outlines
- Include all imported graphics or files
- Specify Solid to Process Pantone colors (using Solid to Process library)

Shipping/Production

Production Considerations

We strongly recommend:

- 5% overage for large showing levels
- Verifying final sizes and specs with your CCO representative prior to the production of any artwork

Shipping Requirements

Clients who supply finished materials must ensure they are received 5 days prior to the contract installation date.

We also request:

- Materials be shipped in a box
- A label with a picture of the design is attached to the outside of the box
- A barcode (for internal tracking purposes) be provided by the vendor on all boxes delivered to CCO