

# ARTWORK

# GUIDELINES

## PREPARING CUSTOM ARTWORK

1. Files can be accepted in the following formats:

**CorelDRAW®** - We can accept files in versions X3.

**Adobe® Illustrator®** - All versions with files saved 5.0 through CS. Files can be saved with either .ai or .eps extension.

**Bitmap** – Files with extensions .jpg, .tif, .gif, and .bmp are acceptable. We cannot accept .DAT files. Bitmaps will be used as guides from which to redraw and artwork charges will apply.

**Embroidery Files** – Files with extension .dst.

2. All fonts used in design must be converted to curves/paths.

**To convert typefaces using CorelDraw®:** With your art ungrouped, select all the type, convert it to curves by selecting “Arrange/Convert to Curves.” Note that script type styles will need to be welded in addition to being converted to curves

**To convert typefaces using Adobe® Illustrator®:** With your art ungrouped, select all the type, convert it to outlines by selecting “Type/Create Outlines.”

3. Support your file with a printed copy of your artwork and indicate exact

dimensions. We will check your artwork and dimensions against the transmitted file to ensure accuracy. Include a printout with any mailed disks or CDs.