

# Submitting Artwork Tips & Suggestions

When your file is uploaded to Label Technology, our experienced graphic artists will review your artwork to ensure your finished product is optimized for our printing processes. To help you receive your printed products quickly and correctly we suggest you use the checklists below.

## CHECKLIST FOR BUILDING YOUR FILE

- Create documents at final trim size plus 1/16" (.0625")
- Link images instead of embedding
- All graphic elements at least 1/16" from edge
- Images at 300 dpi at 100%
- Minimum line width: .5 point
- Minimum positive copy size: 4 point
- Minimum reverse copy size: 5 point
- UPC code size 80% or 1.25" (80% of ANSI standard is 1.25")
- Don't outline fonts, send in separate file (provide in vector format, not Photoshop)

## IS YOUR FILE IS ONE OF THESE TYPES?

### Best File Types:

- Adobe Illustrator (.ai, .eps)
- Adobe Photoshop (.psd, .tiff, .eps)

### OK File Types:

- Adobe InDesign
- Press Ready PDF

## CHECKLIST BEFORE UPLOADING

- Included all fonts and images
- No extra files
- Converted RGB or Indexed files to CMYK
- Included all source and application files
- Included both layered & flattened PSD files
- Indicated spot varnish and opaque white
- Included a PDF of final artwork
- File compressed to avoid corruption

**Color Targets Available? Send to your Project Manager.**

**Now you are  
ready to  
upload!**

Upload on our website at  
[www.labeltech.com/upload-files/](http://www.labeltech.com/upload-files/)

OR

Email (20MB or less) files to  
[graphics@labeltech.com](mailto:graphics@labeltech.com)  
or to your Project Manager

Best way to get all your artwork related questions answered? Call us and speak to a real, live person!

800-388-1990

**Labeltechnology**  
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2050 Wardrobe Avenue, Merced, CA 95341  
209-384-1000 [www.labeltech.com](http://www.labeltech.com)