

# Signs & Boards Design Guideline

To smoothly transition from the design stage to printing, we have a simple guideline to help you!

## 1 Set up your file

We recommend using our templates, but you can also set up your document size according to the format you have chosen and adding **5 mm bleed**. As for the quality, **150 dpi resolution** is the standard to ensure crisp and clear prints.



### Bleed

This area will be trimmed. Ensure all background graphics or images cover this area.

### Trim Line

This is the final size your artwork will be trimmed to.

### Safety Margin

Avoid placing text or important details within this area in case of trimming inaccuracies.

## 2 Custom Size

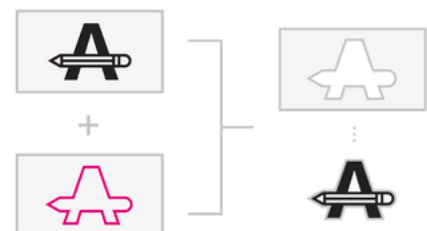
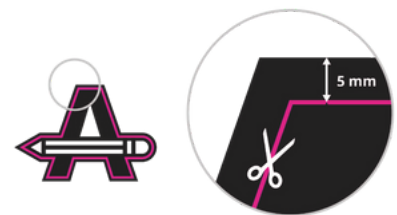
If you need a custom format, please **be sure to include the bleed area** in your desired size. For instance, a custom format of 1000 x 1000 mm has a required bleed area of 5 mm. Therefore, your design size must be 1010 x 1010 mm. There is then an extra 5 mm bleed on each side.

## 3 Contour cut

If you want your product to be cut to a custom shape, you will have to add it as a vector shape on top of your design.

**Make sure the width of the stroke is 1 pt, the colour is a 100% magenta spot and named "cutcontour".** If you want us to adjust it for you, please send the custom shape on a separate page in the desired position.

Please note that bleed is still needed for custom shaped designs, meaning **your design must go at least 5 mm past the contour cut line**.



## Want to know more?

Visit our **help desk** or **contact** our experts for personal advice.

*In case not all specs are matched, we will always manually process, adapt and fix your artwork. You will be able to revise your digital proof before sending it to production.*

Contact our design team at [artwork@printex.co.za](mailto:artwork@printex.co.za)

**PRINTEX**

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## 4 Holes

We recommend an extra safety margin of 30 mm in case you need drilled holes on your product. Their diameter is 5 mm and will be positioned 15 mm from the edge. Please note that they don't have to be included in your design.

## 5 Materials

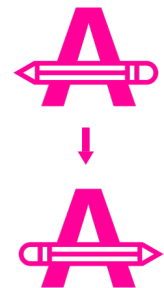
### ACRYLIC

White is not printable on standard orders. For this reason, **any white area will be transparent on acrylic materials**. If you need to print white and this option is not available, please contact us for a custom quote.

Please note that your artwork will be printed on the back of the acrylic. For this reason, **your artwork needs to be submitted mirrored**.

### ALUMINIUM

If you choose painted aluminium (white), your design will be more vibrant and transparent or blank areas will be white. If you choose brushed aluminium, your design will be printed directly on the material, meaning brighter colours will have a metallic look and white areas will be left unprinted.



## 6 Extra checks

There are some checks to take into consideration before exporting your artwork:

- **Check the amount of pages** in your document, it should be the same as ordered.
- All fonts and objects must be **embedded**.
- Check your layers for **overprint**.

## 7 Export to PDF

Export your artwork to PDF format and make sure your document **colour mode** is CMYK.

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