

## StewartMDM Art Submission Guidelines

(These are general guide lines, please call for specific info on your project)

### File Formats

- **Illustrator CS5 or below**
- **Photoshop CS5 or below**  
(Please avoid InDesign or Quark files. Some of our printers will not accept them or charge extra)  
(Do not use Photoshop effects in Illustrator (drop shadows, glows etc)

### Resolution

- **Image (raster files) must be at least 120-150ppi when scaled at 100%**  
(small sized prints 8x10 - 16x20 etc.) should be higher resolution if possible)
- **Illustrator (vector) files should be a 100% if practical or scaled at 50%, 25% etc.**

### Color

- **CMYK**
- **Specify Pantone color matches & called out in the file as “Coated Swatches”**

### Fonts

- **Convert all fonts to “outlines”**

### Bleed

- **Allow a reasonable amount of bleed around art**  
(1” for smaller sized art up to 3 or 4” for murals)
- **Keep critical art (text, logos, etc.) away from edge of artwork**  
(1” for smaller sized art up to 3 or 4” for murals)

### Submission

- **Make sure to include all linked files**
- **Include a low resolution pdf or jpeg file for reference**
- **It is not necessary to convert Illustrator and Photoshop files to eps**
- **“ZIP” files to compress them into one file**
- **Submit to SMDM ftp site (up to 1G) or on DVD, CD, Thumb drives, client ftp or third party ftp sites (YouSendit etc.)**

### Questions?

- **Call 678-842-0908 or email [tony@stewartmdm.com](mailto:tony@stewartmdm.com)**