



TPS Trade Show Displays

premium trade show displays for every budget

Guidelines for preparing print-ready files

Size

Documents should be formatted at size, or to scale, according to the layout for the specific product. Layout guidelines can be found on the product pages on our website.

Format

We accept print ready files in the following formats: AI, PSD, TIFF, and EPS. Files that require conversion will incur graphic handling charges at the standard graphic design rate. EPS files: All text in EPS files should be converted to outlines and links should be embedded. - PSD files: Layers should be flattened. **Final size files are only required to be 72-150 dpi. Please remove any overprints within your file;** these will drop out when printed. **PDF files will be converted to .tif/.eps; any errors during conversion we are not liable for. We DO NOT accept: Microsoft Office software files or InDesign.**

Bleeds

Most of our products do not require bleeds unless otherwise stated in the individual item's specific template. Please contact us with questions or concerns.

Fonts

Please convert all fonts to outlines; we do not accept font files.

Graphic Design Services

We offer professional graphic design services at the rate of \$150/per hour, with a minimum of one hour. Please contact us for an estimate.

Proofs and Test Strips

Digital Proofs: We always email a digital proof before production. During this time you'll be advised of any issues that will affect the printing process and be able to make edits accordingly. Your approval of the electronic proof is needed before we will begin production. Production begins the day after approval.

Printed Proofs: Our printed proof service is perfect for your important projects because it allows you to see what the finished product will look like before final printing. We cannot guarantee color accuracy or image resolution unless a printed proof is requested. Printed proofs can be requested for \$50.00 (includes overnight shipping). This fee may be waived if the client chooses to use their own shipping account. This service will add 2 days to your order processing time.

** If printer lines are included in template please keep on separate layer in final file.*

Color

We will match your PMS codes, provided that you supply a vector file. We cannot color match gradients. We print digitally in CMYK and use PMS colors as a guide; therefore the colors are not exact. Art submissions with specific Pantone Color call outs will automatically be converted to CMYK. RGB files will be converted to CMYK; some color shifting will most likely occur.