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## Portfolio Display 4 Step Artwork Guide



### 1. Download Template

The templates are downloaded from our product pages.

If you can't find the template you require please call our studio on 01422 370021 and we will email the correct template for your needs.



### 2. Design Artwork

We recommend using Adobe Creative Suite to create your design.

If you don't have access to professional design software we can do the design for you at a very competitive price. Call 01422 370021 for a quote.

#### Artwork Requirements:

- Logos and text as vector graphics where possible
- 5mm Bleed
- Images at 300dpi
- All text converted to outlines
- No crop or printer marks are required



### 3. Save as a High Resolution PDF

All design programmes will have the option to save as PDF

Microsoft Office (Word, Publisher, PowerPoint) files are not print ready artwork.

We can convert these file types in our studio at a cost (£60 minimum).



### 4. Upload Your File

Simply upload your file when prompted during the order process.

Alternatively you can email your design to [artwork@portfolio-display.co.uk](mailto:artwork@portfolio-display.co.uk)

For files over 10MB please upload to the same email address using [www.wetransfer.com](http://www.wetransfer.com). It's FREE!

Remember, if in Doubt Please Ask!

Call our Studio on 01422 370021