



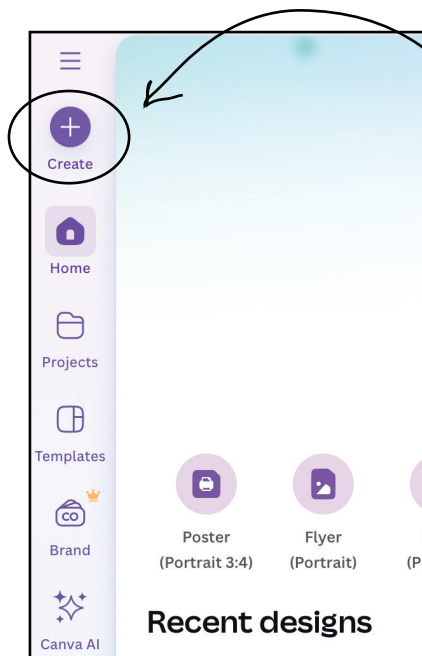
*e*PRINTS

FILE SETUP GUIDE

for canva and illustrator

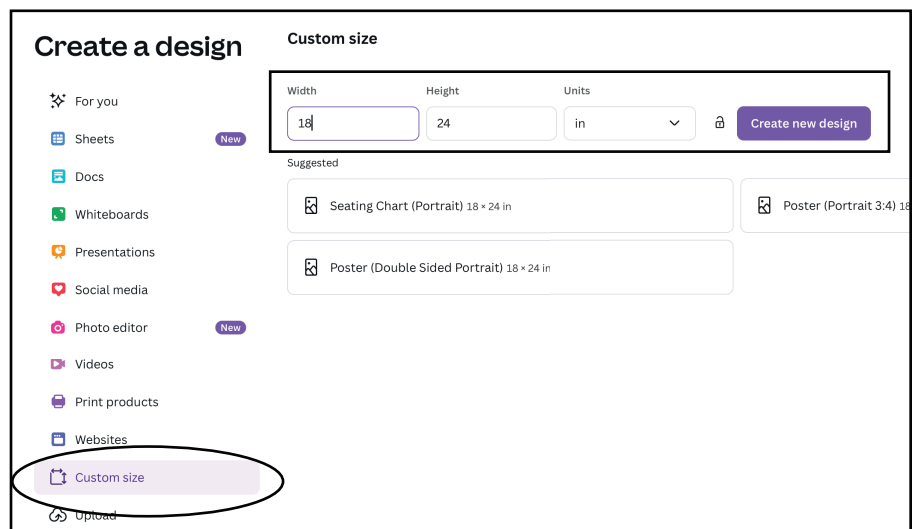
IN CANVA

***Please make sure your file is setup correctly or there will be a \$100/hour designer fee added to your total cost.*



1. Click '**Create**' on the main page

2. Click '**Custom Size**' and make sure your dimensions match the size of the material you're getting. You want the units to be '**inches**'. Then click '**Create new design**'.



PLEASE NOTE:
if you need your design to print to the edge (this is called needing 'bleed'), you MUST add .25" to your file in both directions.



Examples on the next page....

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NEEDS BLEED

(File size 18.25"x24.24")



NO BLEED

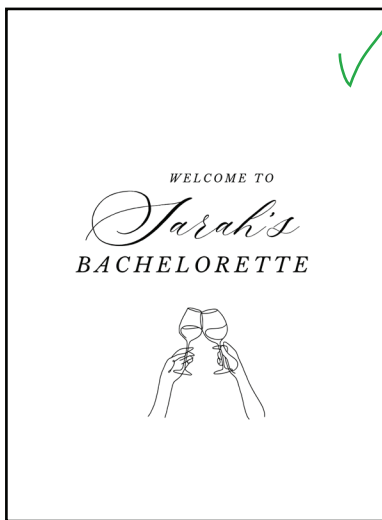
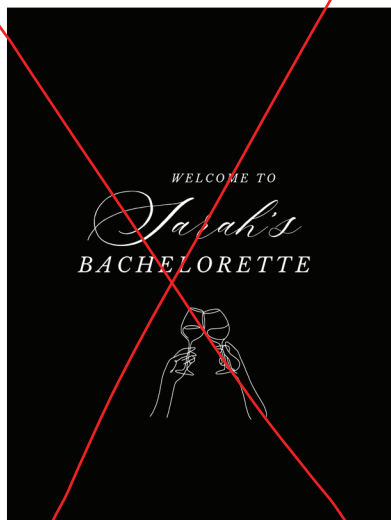
(File size 18"x24")



3. **For black, frosted or clear acrylic...**do NOT change the background color of the document. If you want white text, make the file as shown below and write that you want '**white text**' on the order listing under '**special notes**' .

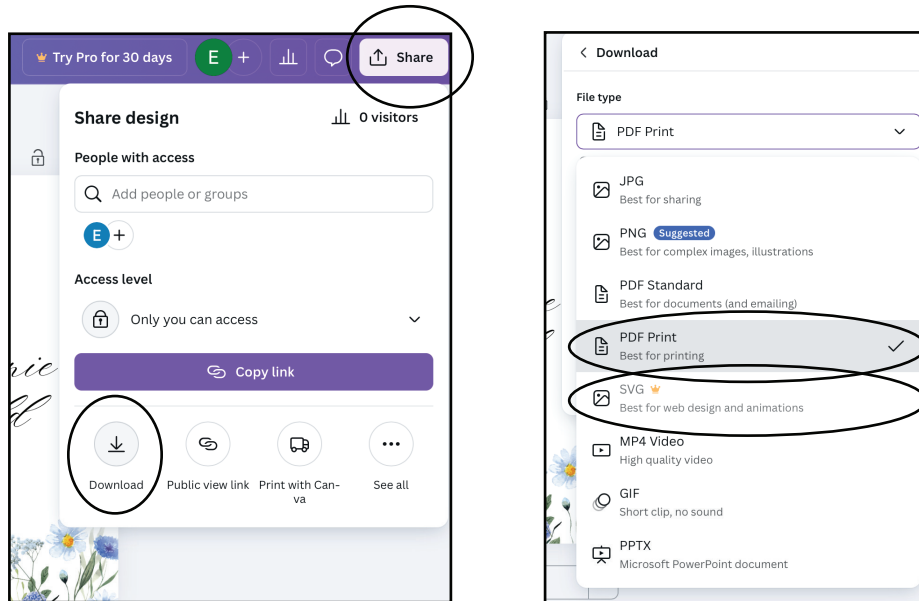
Special Notes for us?

I ordered black acrylic, I want the text to print in white!



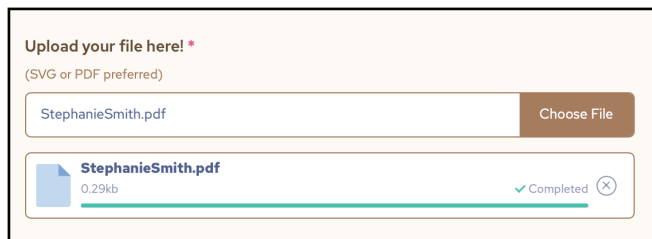
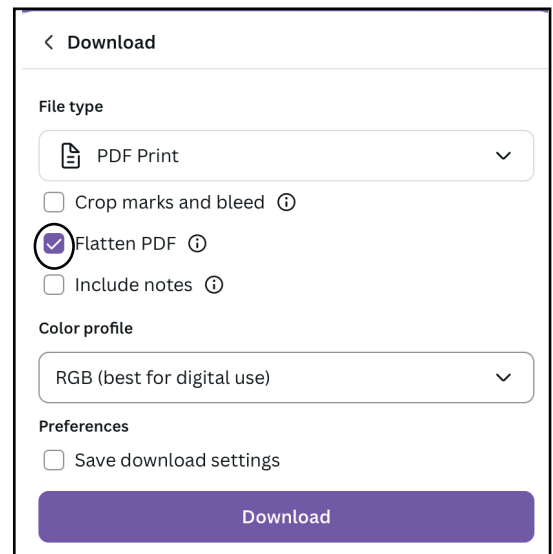
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4. When you're finished designing, click 'share' and 'download'. Then select '**pdf print**' or '**SVG**'.



5. Make sure to select '**Flatten PDF**' or your artwork won't print properly. Under color profile, CMYK is preferred by RGB will also work if you don't have pro. Then click '**download**'.

6. Upload to the order listing!
(It's helpful if your file is named with your first and last name, but it's not required)



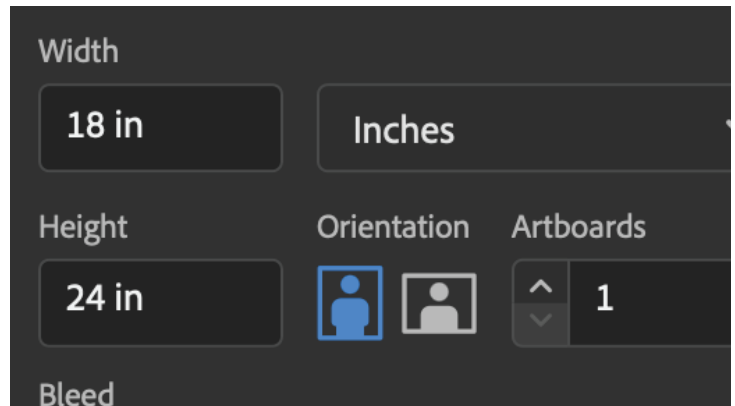
IN ADOBE ILLUSTRATOR

***Please make sure your file is setup correctly or there will be a \$100/hour designer fee added to your total cost.*

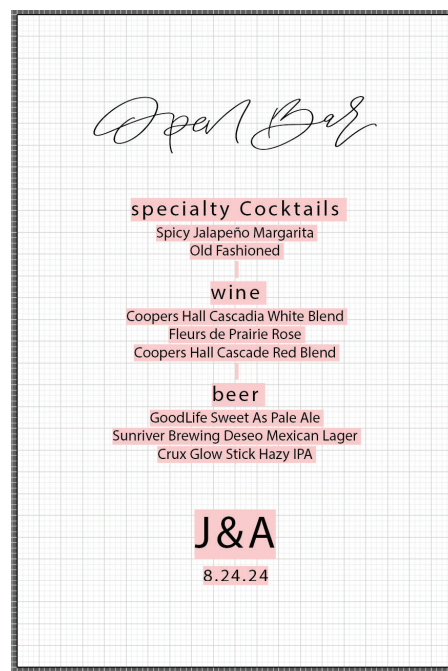
-We prefer Adobe Illustrator (AI) files but will also accept SVG, PDF or EPS files.

1. Create a new document and make sure your 'artboard' size is the size of the material.

-PLEASE NOTE: if you need your design to print to the edge (this is called needing 'bleed'), you MUST add .25" to your file in both directions. (Examples of bleed are above in the 'canva' section)



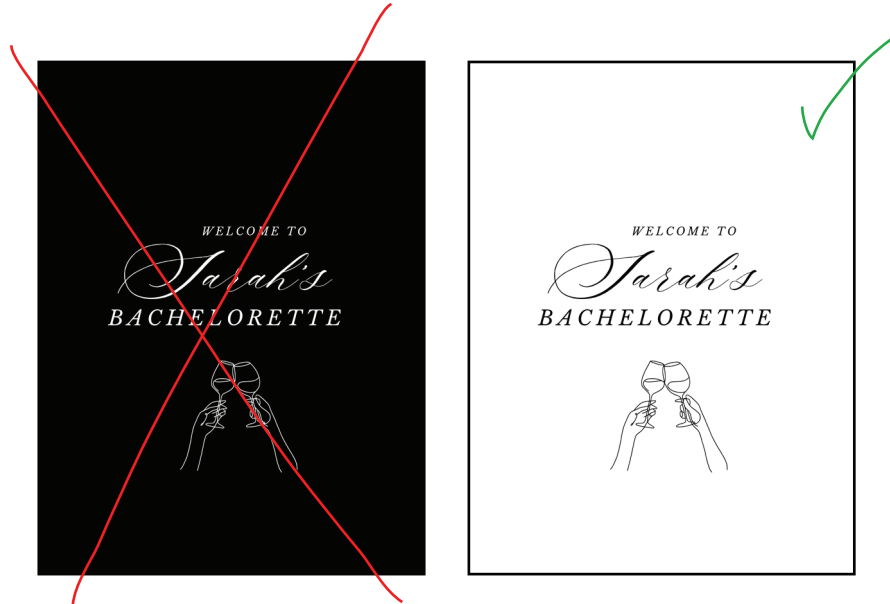
2. Once you've finished designing, Embed your fonts otherwise it'll look like this to me (in AI with everything selected, click **type>create outlines**)



3. **For black, frosted or clear acrylic...**do NOT add the background color in illustrator. If you want white text, make the file as shown below and write that you want **'white text'** on the order listing under **'special notes'**

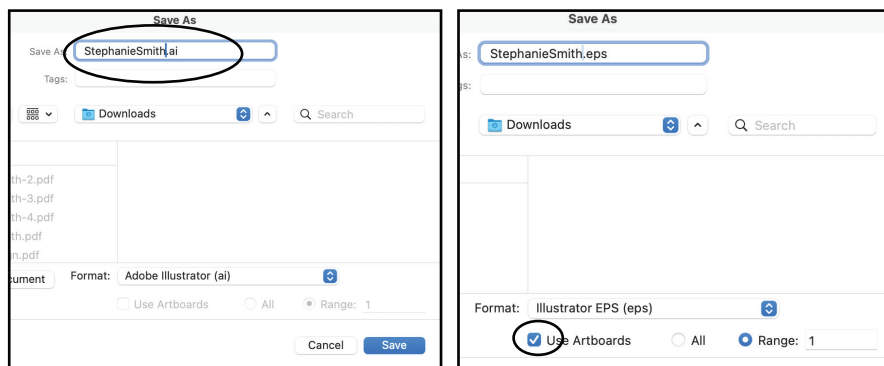
Special Notes for us?

I ordered black acrylic, I want the text to print in white!



4. If you have any **'links'** to graphics, make sure they are embedded into the file so they don't come across as 'missing' to me.

5. To export, click 'save as' and put your name in the title. If you choose an EPS or PDF file, make sure to select, 'use artboards'.



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