SHEPPARD
ENVELOPE MFG CO
Since 1921

ARTWORK GUIDE AND INSTRUCTIONS

Product Dimensions: 2-1/4" x 3-1/2"

Acceptable Artwork Formats

This pdf template is editable in most vector graphics applications like **Adobe Illustrator.** We accept artwork supplied to us in Illustrator format (we use Illustrator CC) as .AI, EPS, or PDF.

We also accept artwork created in **InDesign** and **Photoshop**. This template can be placed in your InDesign document. When exporting artwork to PDF, please create two PDFs: one with the template in place, and one of just the artwork. You may also send a collected IDML file (though we strongly suggest converting all text elements to outlines to avoid any potential font issues).
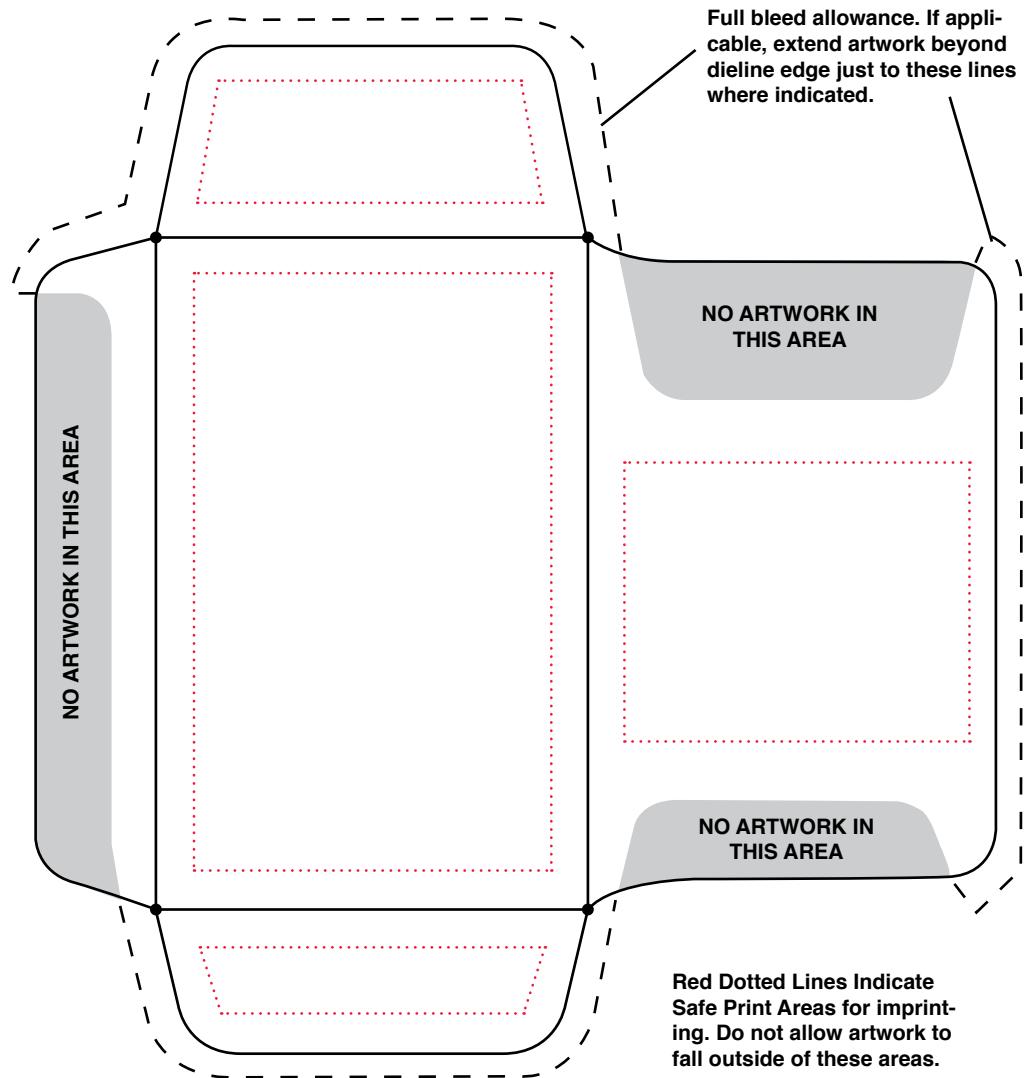
Note that if using Photoshop, or similar raster-based programs, the default resolution is 300 dpi. 300 dpi is suitable for color or grayscale rasterized images, however, it is not suitable for line art or text below 10 point. We prefer text to be converted to vector outline prior to submitting to us for imprinting. If your line art graphics are to print as crisply as possible, they must be either in EPS vector outline format, or supplied as a 1200-dpi resolution bitmap line art format file.

For best printed results, if your artwork is comprised of both rasterized and vector (including font) elements, we strongly encourage you to utilize software that supports both and can export in a way that retains both formats.
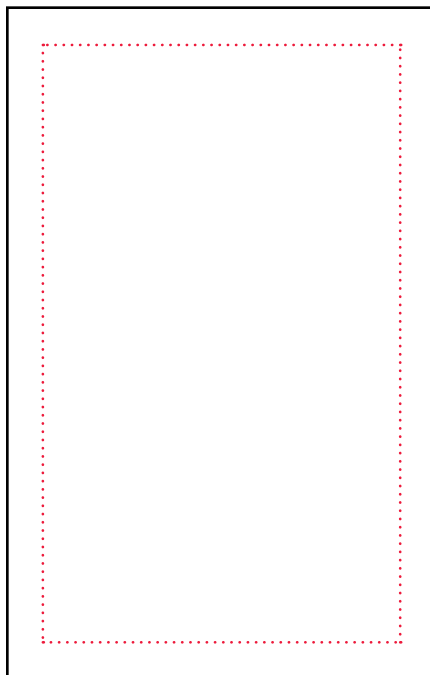
How to Use this Template

A. If your artwork will bleed off one or more edge, or wrap from the face to the back, please use the "flat" template at top right. Just keep "live" matter within the safe red dotted line areas. Highly suggest printing this one, cutting it out and folding it up to see how artwork falls.

B. If your artwork fits fully within the red dotted lined "live matter" safe areas, you may use the "folded" face and back templates at bottom right.

#1 Coin Envelope Customer Template

Full bleed allowance. If applicable, extend artwork beyond dieline edge just to these lines where indicated.

NO ARTWORK IN THIS AREA

NO ARTWORK IN THIS AREA

NO ARTWORK IN THIS AREA

Red Dotted Lines Indicate Safe Print Areas for imprinting. Do not allow artwork to fall outside of these areas.

FACE

BACK