

# FILE PREP INSTRUCTIONS

Version 1.0 - 8/19/16

**#1** Open the **Provided Template** in **Adobe Illustrator CS6 or Newer**.

**#2** Ensure your file is in **CMYK Color Space** -- NOT RGB! Colors in RGB may not print as shown on your screen.

See Figure A

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**#3** Design **ONLY** in **“DESIGN” Layer** - Note all other layers are locked, do not unlock these layers.

See Figure B

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**#4** If **bus has windows with graphics**, (i.e. full wrap, King Kong, windows-only) note that the shape in the template is placed over the **“DESIGN” layer**, and will slightly lighten the color of the artwork placed beneath it.

**#5** **EMBED** all **bitmap/raster images**. Use Window > Links to open Links, select all images, open the flyout and choose Embed Image(s). Linked images show an “X” through the selection bounding box.

See Figure C

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**#6** **Convert all type to outlines/curves**. Select all objects (Control-A on Windows / Command-A on Mac) to ensure all type is selected. Use Type > Create Outlines. The shortcut is Control-Shift-O on Windows / Command-Shift-O on Mac.

See Figure D

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**#7** **Check Resolution** of all embedded raster/bitmap images. If the bleed box is 140”H x 540”W, then at 1/10 scale it will be 14.0”H x 54.0”W, with a minimum resolution of 750 DPI.

**#8** **For Spot Colors** (i.e. **Pantone Matching System**), the colors must be used from the swatch menu. The preferred option is **“Pantone+ Solid Coated”**. Note that many spot colors can be successfully simulated, but a majority of them cannot due to inherent limitations in the four-color CMYK process.

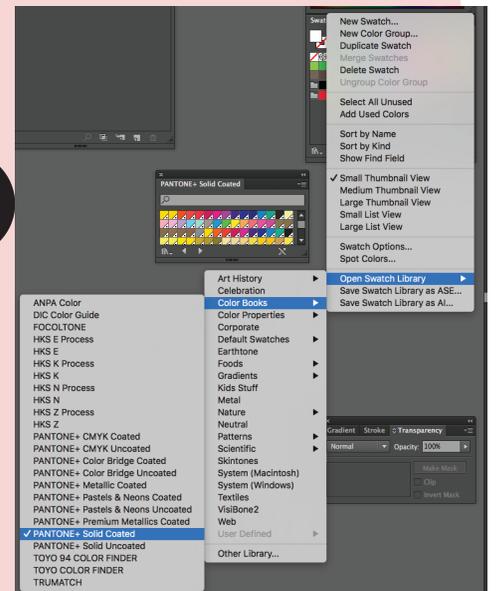
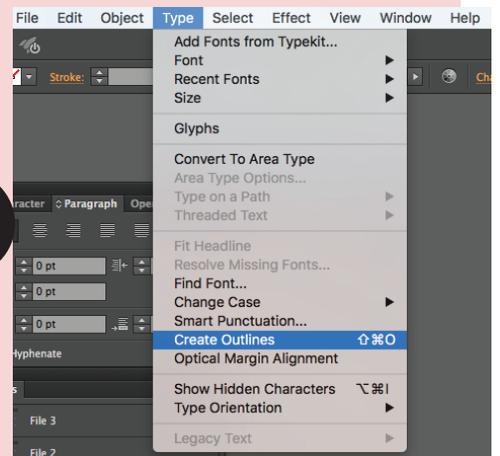
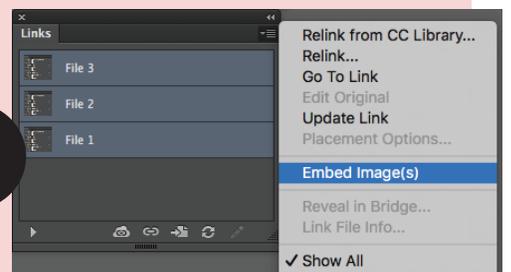
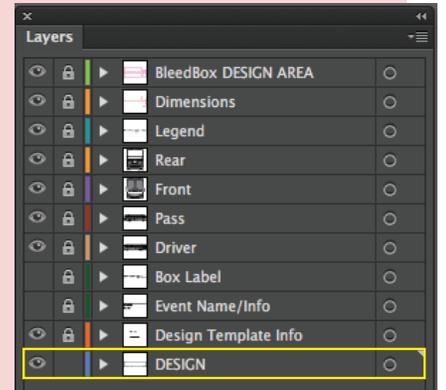
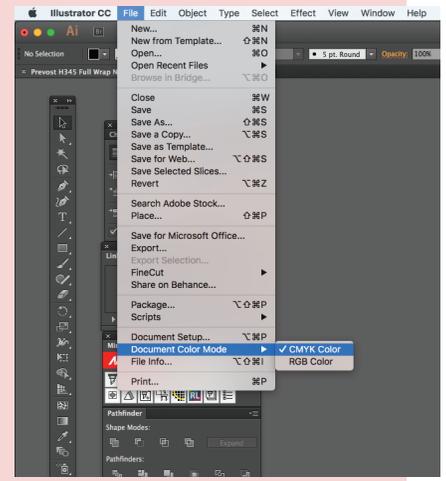
See Figure E

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**Adobe Illustrator** is the **preferred format**.  
Acceptable formats include AI, PDF, EPS, TIF, PSD.

**Native InDesign** files **must be exported** to EPS. InDesign files will not be accepted.

**Video Link for Smartphones**



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