

# Instructions for providing copy and image for posters for Post-Up Stands

## ACCEPTABLE FILE FORMATS

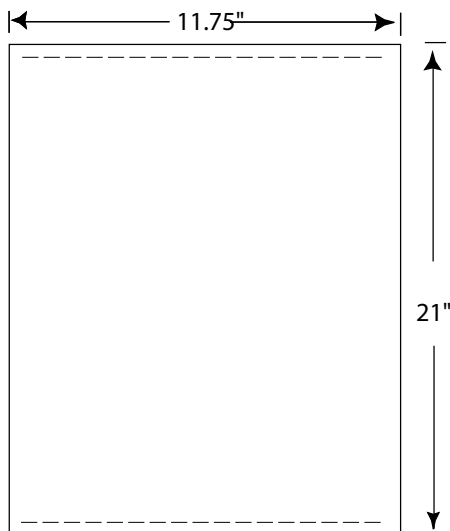
.jpg  
.pdf  
.tiff  
.ai  
.psd  
.eps

- \* Please note:
- Files must be CMYK
  - All files must be PC compatible
  - .ai files must have text "outlined"
  - .psd files please "rasterize" all text layers

\*All files should be "high resolution". Files should have a minimum resolution of 150dpi when at FULL size.

## TRANSMITTING FILES

- ONLINE:
- <http://dropbox.yousendit.com/postup>
  - recipient email address: [sales@postupstand.com](mailto:sales@postupstand.com)



## POSTER SIZE AND MARGINS

Design poster at 11.75"x21" (document size). Run background color/image full length and width of document. **Keep all logos, pictures, and text on the top 19.5" of document. (Bottom 1.5" may wrap into base of stand). (Also will need .5" at the top of banner).**

## POST-UP STAND

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Fax: 216-332-0531

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[www.postupstand.com](http://www.postupstand.com)