



30 Controls Drive
Shelton, CT 06484
P: 203-926-0091 / F: 203-926-0092
www.NetworkPublicationsUS.com

INSTRUCTIONS FOR SENDING GRAPHIC FILES

Graphic Files can be sent in any of the following formats:

- (.ai) Adobe Illustrator CS (Version 11.0 or lower), (Stroked Fonts)
- (.psd) Adobe Photoshop CS (Version 8.0 or lower)
- (.pdf) PDF (Portable Document Format) Files
- (.eps) EPS (Encapsulated Post Script) Files
- Raster Files: jpeg • bmp • tif (min. 300dpi)
- (.doc) Microsoft Word text files if Network Publications is producing the ad for you.

Resolution & Raster Files

When submitting a raster file the minimum required resolution is 300 dpi or 1:1 output ration. Lower resolution may result in poor picture quality. ** The higher the resolution, the better **

Please be sure of the following when submitting artwork by email:

- PMS color numbers included (if applicable)
- All text converted to outlines, and/or embed the fonts
- Make sure the proportions are correct to the desired final size and contains proper resolution for then it is enlarged/reduced

To send files:

Email files to Art@NetworkPublicationsUS.com Please include in the subject line, "artwork", project folder name and contract number. In the body text include AD size, artwork, contract number, company name and contact name. For larger file size please contact us.

AD DIMENSIONS:

Single.	3.75"W x 1.5"H
Double.	3.75"W x 3.125"H
Break.	3.725"W x 2.725"H
Triple.	3.75"W x 4.75"H
Quad Vertical.	3.75"W x 6.375"H
Quad Horizontal.	8"W x 3.125"H
Column (Legal)	3.75"W x 14.25"H
Column (Letter)	3.75"W x 10.25"H
½ page.	7.75"W x 4.75"H
Back Cover (Legal – Full pg)	8"W x 13"H
Back Cover (Letter – Full pg)	8"W x 10"H

Contract Number _____ AD Size _____

Email your Ad material to: Art@NetworkPublicationsUS.com
Please reference your Contract Number when emailing or calling.
If you have questions, call: 203-926-0091.