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# THE BRIDGMAN CHAMBER GUIDE 2017 ELECTRONIC FILE GUIDELINES

**\*\*\*\*PLEASE FORWARD TO YOUR DESIGNER. UNUSABLE ART IS SUBJECT TO CHARGES\*\*\*\***

**ALL ARTWORK MUST BE COMPRESSED AND EMAILED TO: ARTWORK@FUSIONDG.COM**

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The *Bridgman Chamber Guide* prints at 175 line screen on offset presses.

**The artwork must be built to the size on the order sheet or a fee may be applied by Fusion Design to re-size your ad.**

## FILE FORMATS ACCEPTED :

The *Bridgman Chamber Guide* is produced on **Macintosh** computers using **Adobe InDesign CC**.

**Hi-Res PDF files, CMYK @ 300dpi built to the exact ad size are preferred in all cases.** If you have questions, please call for specs: 269-469-8226. Any unusable files may be subject to charge. The following application file formats are also accepted: (older versions are also accepted)

- Indesign thru CC version (for OSX)
- Quark - **MUST CONVERT TO PDF**, we cannot accept Quark Files
- Photoshop .PSD, .tiff or .eps, 300dpi to size, CMYK.
- Adobe Illustrator thru CC (include links, convert all text to outlines)
- Compression utilities: (Zipit, Stuffit - send only .hqx or .zip files please)

## Electronic files must also have the following embedded or provided as source files to link:

Any linked or placed artwork/photos (files). All fonts (Type 1 screen & printer) used in file, in any embedded links. **Please do not use True-Type fonts in your documents.** All fonts included on Illustrator or Freehand **MUST** be converted to outline before sending files. A current color print of your ad containing all art and text as it should be reproduced. (Fusion Design is not responsible for errors if your files aren't up to date)

**TIFF or EPS, raster (photo) files should be at least 300dpi to size, CMYK for reproduction. PICT, BMP, JPG, PCX are NOT USABLE.**

## FILE FORMATS NOT ACCEPTED: Ads built using the following formats **WILL NOT BE ACCEPTED:**

**Microsoft Word, Excel, Power Point, MS Works, MS Publisher, Print Shop**, or any PC application that doesn't export Vector EPS files or a high-res tif. If your artwork is built using these applications, please contact a designer or production artist to build your ad using an acceptable file format.

**We CANNOT accept website graphics.** The resolution is too low for print. If this is all you have, Fusion Design or the Chamber will not be responsible for output quality.

## Please provide the following media formats to the Chamber with your artwork:

FTP transfer is available, please call for specs 269-469-8226.

You also can send files **no larger than 25 MB** attached to an e-mail to: [artwork@fusiondg.com](mailto:artwork@fusiondg.com)

In the subject line, please type **"Bridgman GUIDE FILES"** (please be sure to compress or zip any files before sending them via e-mail, if you need assistance, please call 269-469-8226).

**Please let the Bridgman Chamber know that files have been sent to Fusion Design via email. Due to the nature of the internet and the amount of SPAM emails, Fusion Design is not responsible for files not received. A return receipt does not mean that the file was received by us, only that it went to the server which may re-route to another area. Please alert the Chamber that files have been sent to us and we will follow up with you to make sure we receive them.**

If you need help designing your ad we can help you create one for a fee. After reserving your space, please call **269-469-8226**.

# PAGE AND AD SIZES

Full page size with bleed  
**Book Trim Size**  
Live Area (safe zone)

8.625" w x 11.125" h  
**8.375" w x 10.875" h**  
7.625" w x 10" h

