KOOKA PRINTING HUB

Sign boards: artwork template

Use this guide to set up your file, then send it with your quote or order. The pages after this one are true-size templates: put your artwork on them, or match their sizes in your own file.

- Bleed edge: extend backgrounds to here (3 mm past trim)
- Trim line: the finished size
- Safe line: keep text and logos inside (10 mm in from trim)

Checklist

- **Send a PDF.** Export a print-ready PDF at final size. Keep it to one design per page.
- **CMYK colour.** Set your file up in CMYK. Bright screen colours (RGB) can print duller, and we will flag anything that may shift.
- **Sharp images.** Use images that look sharp at final size: 300 dpi for small items. For big signs and banners, ask us what resolution you need.
- **Outline fonts.** Convert text to outlines, or embed your fonts.
- **Bleed.** Stretch backgrounds and images past the trim line to the bleed edge, so there are no white slivers after cutting.
- **Safe area.** Keep text, logos and anything important inside the safe line.
- **Shapes and holes.** For a custom shape or holes, add a cut line on its own layer as a 0.25 pt spot colour named CutContour. Keep shapes simple.
- **Eyelets.** Keep text at least 30 mm from any edge that gets eyelets.
- **Double-sided.** Supply the back as page 2, the same size and the same way up.
- **Yellow board.** There is no white ink on yellow board. Black artwork reads best.

No artwork? Our in-house designers can create it for you.

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600 × 450 mm

Sign boards

Red: bleed edge · Blue dashes: trim · Pink dots: safe area

Delete these guides before you send your file.

600 × 900 mm

Sign boards

Red: bleed edge · Blue dashes: trim · Pink dots: safe area

Delete these guides before you send your file.

900 × 600 mm

Sign boards

Red: bleed edge · Blue dashes: trim · Pink dots: safe area

Delete these guides before you send your file.

900 × 1200 mm

Sign boards

Red: bleed edge · Blue dashes: trim · Pink dots: safe area

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1200 × 900 mm

Sign boards

Red: bleed edge · Blue dashes: trim · Pink dots: safe area

Delete these guides before you send your file.

2400 × 1200 mm

Sign boards

Red: bleed edge · Blue dashes: trim · Pink dots: safe area

Delete these guides before you send your file.