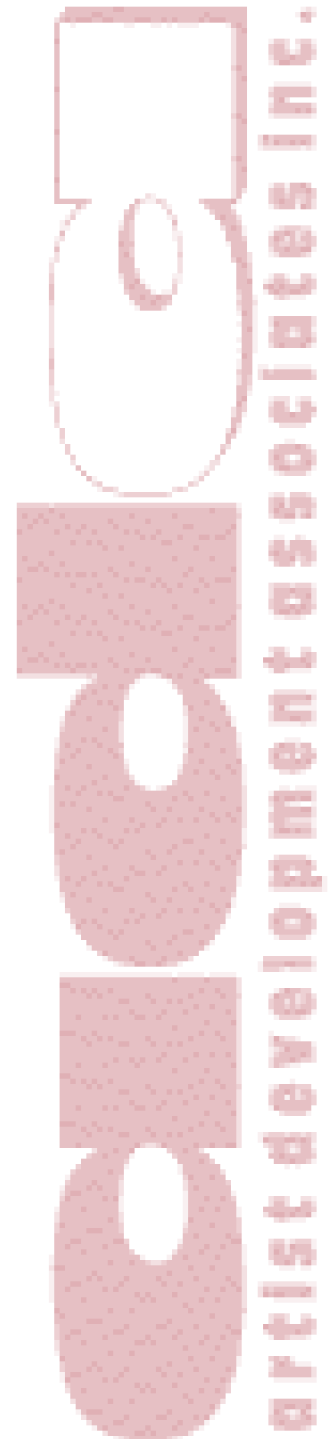


TIPS Photoshop for WINDOWS

1. When submitting files in Photoshop, please use our EPS templates found at the following link: www.artistdevelopment.com/templates.html. Keep the templates in their own photoshop layer.
2. Please DO NOT alter these templates in any way, they were created according to the specifications of our manufacturing plant.
3. Photoshop files must be saved as TIFF or EPS files.
4. DO NOT use LZW compression when saving.
5. Please do not send Jpegs, Gifs or Picts.
6. We suggest you also send an UNFLATTENED version saved as PSD as well, In case any changes need to be made to your file.
7. Resolution should be at 300 DPI at ACTUAL SIZE. Low resolution files will not render correctly during the printing process.
8. All images should be in CMYK color mode. (Cyan, Magenta, Yellow and Black) Please do not submit files in RGB. (Red, Green, Blue) There is a color shift when images are converted from RGB to CMYK and your files may look different following conversion. ADA cannot be held responsible for color differences if files are submitted in RGB
9. Make sure to pull your design at least 1/8 inch beyond the crop marks for bleed. To avoid cropping any important items, set text and non-bleed images 3/16 inch in from crop marks.
10. Make sure to include ALL FONTS used in your design. If you are using Photoshop 5.5 + Render all layers, converting your text to artwork.
11. Make sure to proofread and check all of your work before flattening file and saving as TIFF
12. Download the ADA Order Form, General Terms and Licensing Form at this link. Please include these forms with your artwork .
<http://www.artistdevelopment.com/forms/adaorderform.pdf>
13. Submit files to ADA on ZIP disk, Jaz Disk, CDR or Floppy.



TIPS *On-Cd Art* for WINDOWS

- Please use the templates found at the link below. Quark Xpress templates are provided as well as Illustrator EPS templates which can be used for Illustrator, Photoshop and Pagemaker.
- Please DO NOT alter these templates in any way, they were created according to the specifications of our manufacturing plant.
- ALL COLORS (including Black and White) count as colors. The CD is Silver.
Two color on cd printing is standard is all ADA pricing. Call us for pricing on additional colors
- ON CD printing is a silk screening process where ink is actually applied to the surface. Keep in mind that extremely small images or text may fill in. Keep this in mind as well when choosing fonts. Vector based fonts work best as opposed to pixel based type.
- All areas showing white in your design will knock out to the silver of the CD unless otherwise noted.

