

# Instructions for providing copy and image for posters for Table Top Displays

## ACCEPTABLE FILE FORMATS

.jpg

\* Please note:

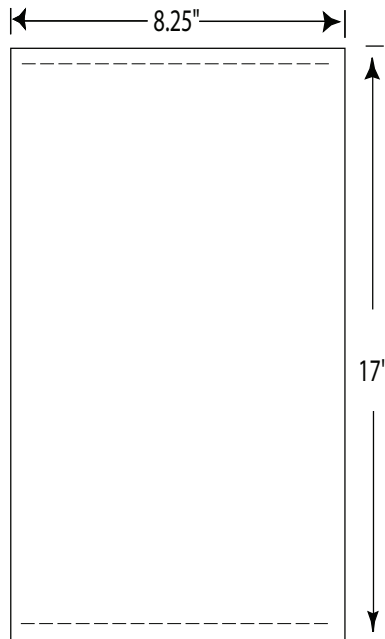
- Files must be CMYK
- All files must be PC compatible

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

## TRANSMITTING FILES

ONLINE:

- [www.yousendit.com](http://www.yousendit.com)
- recipient email address: [sales@trtbanners.com](mailto:sales@trtbanners.com)



## POSTER SIZE AND MARGINS

Design poster at 8.25"x17" (document size).

Run background color/image full length and width of document. **Keep all logos, pictures,**

**and text on the top 15.5" of document.**

**(Bottom 1.5" may wrap into base of stand).**

**( We also need .5" at the top of the banner).**

## TRT Banners

Phone: 1-800-223-6540

Email: [sales@trtbanners.com](mailto:sales@trtbanners.com)

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