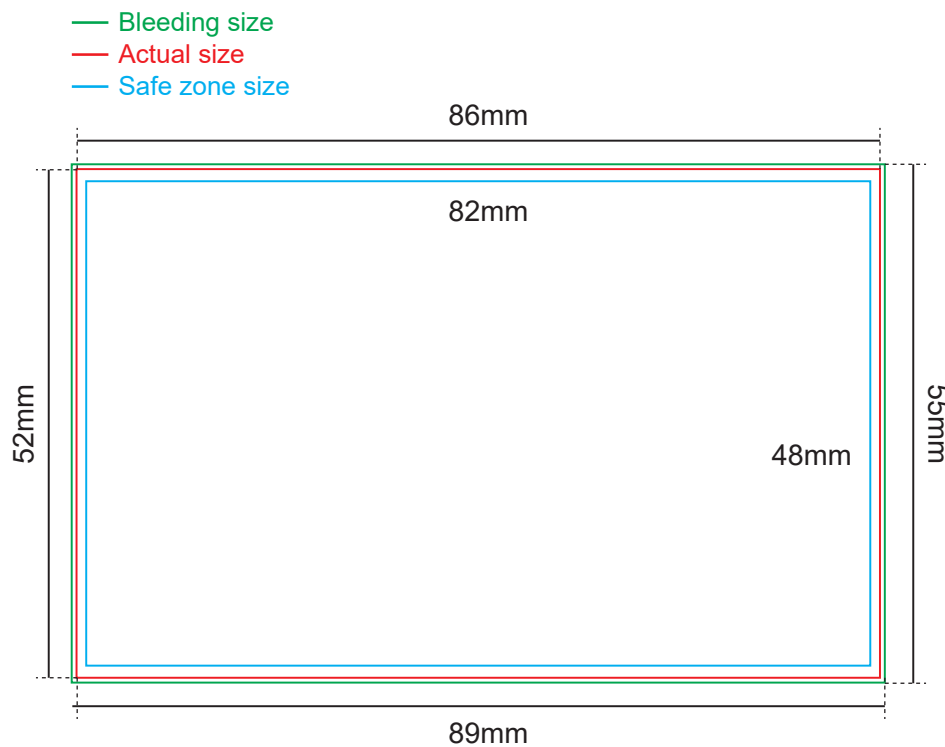


- Artwork Dimension : (Refer to diagram)
- Bleeding : **1.5mm each side**
- Margin (Safe Zone) : **2.0mm each side**

Example	Bleeding Size	Actual Size	Safe Zone Size
Business Card size 86mm x 52mm	89mm x 55mm	86mm x 52mm	82mm x 48mm



**FILE FORMAT**

**Adobe Acrobat Document (\*.pdf)**

Provide better printing quality

**JPEG Image (\*.jpg / \*.jpeg)**

Provide fairly good printing quality if the file is converted under certain specification but text or vector images appear less sharp compared to PDF file format.

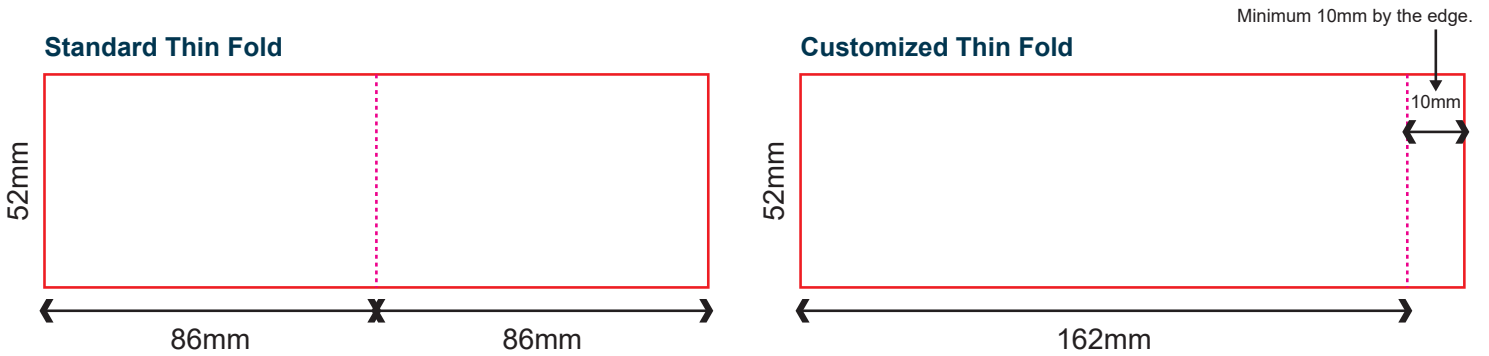
JPEG file format : Set resolution at or above 600dpi

**CREASING FOR THIN FOLD AND FAT FOLD**

- Only 1 creasing line
- Customized creasing are acceptable, minimum 10mm by the edge

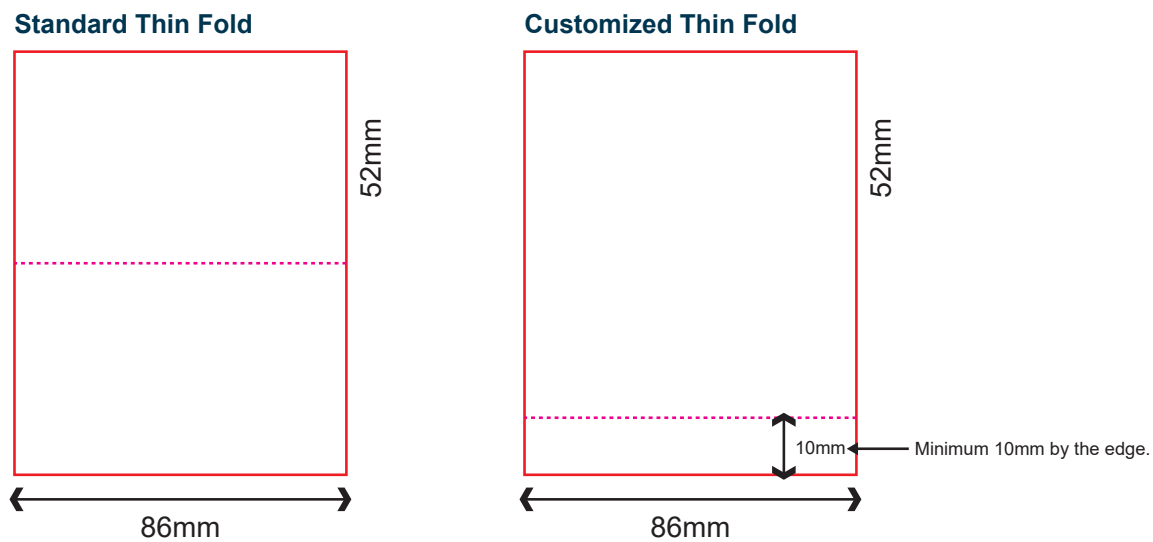
**THIN FOLD OPEN SIZE**

- Example : 52mm x 172mm



**FAT FOLD OPEN SIZE**

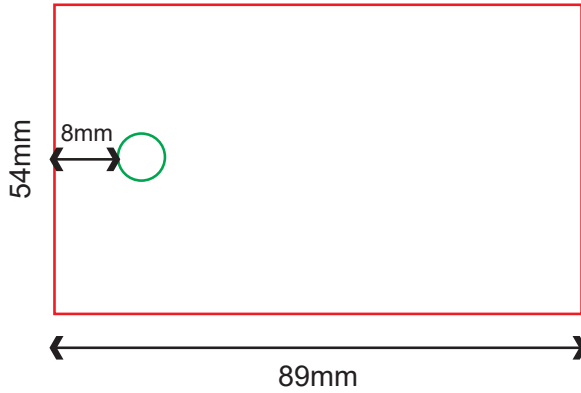
- Example : 86mm x 104mm



**HOLE PUNCHING**

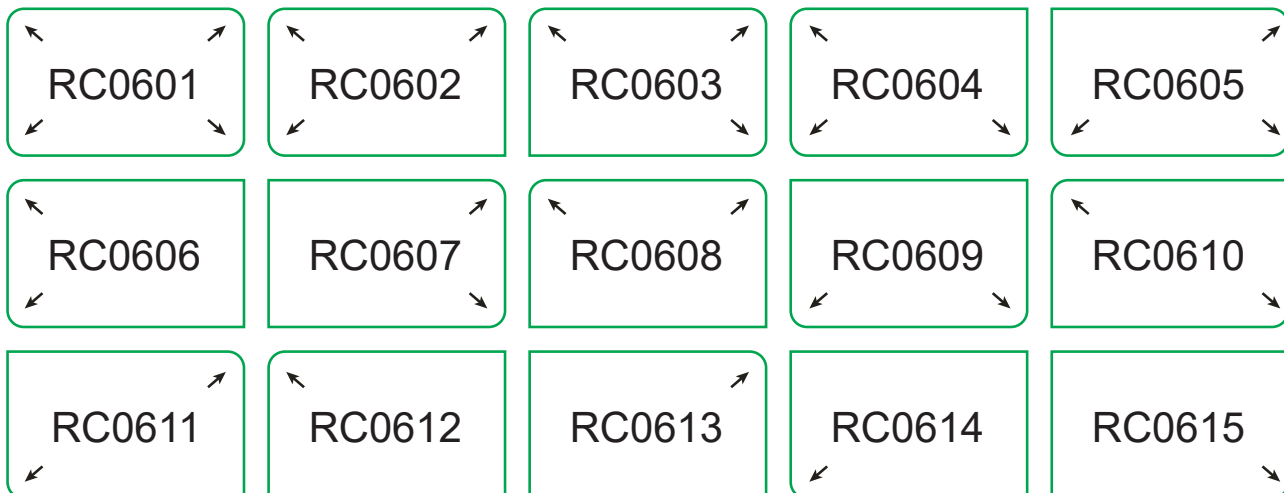
- Diameter 3mm / Diameter 5mm
- 1 Hole at fixed position (Shorter side) at Centre of Top
- Not applicable for Thin Fold and Fat Fold

Example :



**ROUND CORNER**

- Radius 6mm
- 15 types of options
- Not Applicable for Thin and Fat Fold
- The round corner position if follow exactly as shown in ordering page diagram for either portrait or landscape.
- No rotation required.



## ARTWORK

- Artwork is prepared in our Product Size Templates
- Background design expand to Full Bleed size
- Vital elements are within Safe Zone
- No crop mark are applied

## DESIGN

- All images have been exported / converted : Background, design effects, photos, images to TIFF files (not including text / vector images)
- Never manipulate images in layout program
- Resolution : 300 dpi
- Color Mode : CMYK color mode

## MARKING & TRAPPING

- Remove all the crop mark or guide lines before submit the artwork.

## FILE FORMAT

- PDF File Format  
Artwork is saved in required file format : **Adobe acrobat Document (\*.pdf)**  
Resolution : **300 dpi**  
Color Mode : **CMYK color mode**  
Total File Size (front and back design) : **smaller than 20 MB**
- JPEG File Format  
Artwork is saved in required file format : **JPEG file format (\*.jpg)**  
Resolution : **600 dpi**  
Pixels Dimension : **2100 x 1300 pixel**  
Color Mode : **CMYK color mode**  
Total File Size (front and back design) : **smaller than 20 MB**

## FINISHING

- For full details of how to prepare your artwork for finishing such as
  - Spot UV
  - Hot Stamping
  - Round Corner
- Kindly refer to the General Guidelines at our website.

## FONTS

- No fonts of less than 4 pts
- Curve / Path / Create outline all fonts

## LINE WEIGHT

- No lines are less than 0.25pts
- Color : CMYK mode

**ARTWORK PREPARATION FOR FROSTED PLASTIC CARD**

- For order with 4C + White  
Page 1: White artwork with  
Process Black Colour (K100)  
Page 2: Printable artwork only (CMYK)
- For order with 4C  
Page 1: Printable artwork only (CMYK)

White Base Artwork followed by Full colour Printing.

**1st page - White Base Artwork**



**2nd page - Full colour Printing**



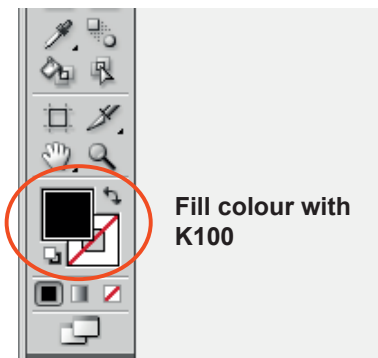
**IMPORTANT NOTES IN PREPARING WHITE BASE ARTWORK**

- Fill the artwork with black (K100) to indicate the area for white base.
- Rename colour to precisely **"White"** to indicate the area of white base instead "WHITE" or "white"
- \*Excard will not held responsibility on any wrong white spot colour naming error. (eg. "WHITE" or "white")
- Only use Adobe Illustrator to prepare the white base artwork.

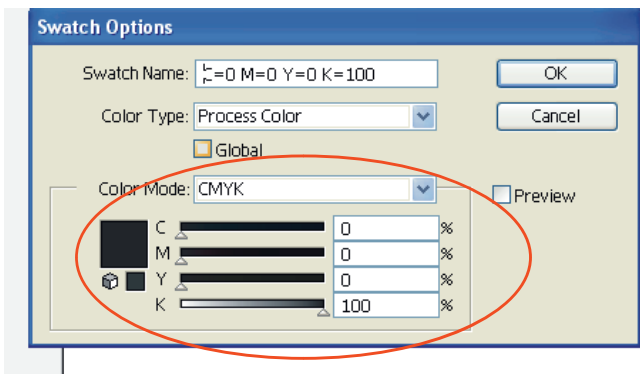
*Rename the color swatch name by using Adobe Illustrator*

1. Fill colour with **K100**
2. Double Click the colour at Swatches
3. At Swatch Option Choose Color Mode to **"Spot Color"** and rename the Swatch Name to **"White"**.
4. Double confirm by checking the artwork is filled with **K100** with **"White"** swatch name.

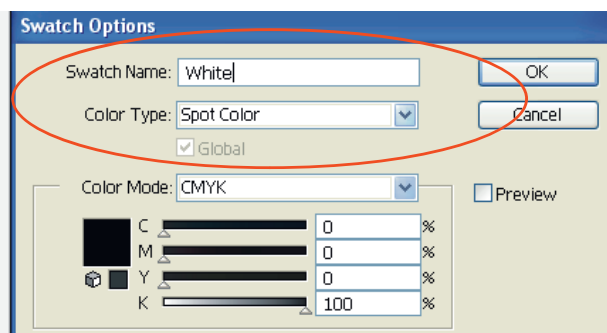
**STEP 1**



**STEP 2**



**STEP 3**



**STEP 4**

