

## 2021 CARPET GRAPHIC SPECIFICATIONS

### **DEADLINE: Artwork must be received by AUG. 20**

If purchasing Placement Only, carpet must be received by October 7. Shipping and material handling fees are the responsibility of the sponsor.

### **MINIMUM REQUIREMENTS FOR ARTWORK**

At least 100-150 dpi resolution at full size of actual finished product. All related PMS and/or CMYK color codes. If submitting a "vector" type file, include all fonts, or convert fonts to outlines or paths.

#### **ACCEPTABLE FILE TYPE**

Files we can use, in order of preference, include:

- EPS and AI (Vector Based Graphics)
- JPG or TIFF
- High Resolution PDF

Note: We cannot use GIF files, Microsoft Office software files such as Word (.doc) or PowerPoint (.ppt), or self-extracting files such as EXE or SEA files.

All copy and artwork must be approved by show management. Any sponsor assets implying preference or association with show management will not be allowed.

### **ACCEPTABLE SOFTWARE FILE FORMAT**

We are capable of working with both PC and MAC based software, and can accept art created with the following software. Files should always be saved in their native format.

- ADOBE—Illustrator, InDesign and Photoshop
- COREL DRAW or QUARK XPRESS

### **SEND ARTWORK TO**

**Gretchen Nielsen**

Director of Marketing

407-265-3131 x115 or 800-335-7469 x115

[gretchen@premiereshows.com](mailto:gretchen@premiereshows.com)

No more than a 5 MB file should be sent at a time. Compress larger files with WINZIP or similar program. Online file sharing such as Hightail, WeTransfer or Dropbox are acceptable.

### **ARTWORK DIMENSIONS**

10' wide x 10' high

### **ONSITE PLACEMENT**

Upon receipt of your artwork by the deadline, Show Management will handle production, installation and dismantle.

### **CARPET SHIPMENT SPECIFICATIONS (FOR PLACEMENT ONLY OPTION)**

This section will apply if the PLACEMENT ONLY option was purchased and you have the carpet:

Carpets must be cleaned and undamaged. The condition is subject to onsite approval for placement. Carpets must be shipped in advance, separate from your freight using the sponsor shipping label on page 2. Material handling fees will apply. Carpet graphics must be received by October 7. Please note this label is for sponsor shipments ONLY. No additional items should be shipped using this label.

### **RETURN SPECIFICATIONS**

Below are the options for the return of your item. Please contact [gretchen@premiereshows.com](mailto:gretchen@premiereshows.com) by September 17 with your preference.

- **PACK & SHIP** - I would like my item shipped back. (Please provide shipping address to Premiere.) Freeman shipping charges will apply.
- **PICK-UP** - I will pick up my item onsite on Tuesday, October 19. Interior banners, column wraps and carpet graphics will be available starting at 9am. Outdoor banners will be available starting at 1pm.
- **DISPOSE** - Please dispose of my item.

## SAMPLE

### **CARPET GRAPHIC**

Photo provided is for reference only and may not refer to your exact location.



**F R E E M A N**

**R U S H**

**D O N O T D E L A Y**

**MUST DELIVER BY OCTOBER 7, 2021**

**TO: FREEMAN  
10088 GENERAL DR  
ORLANDO, FL 32824**

**CARPET GRAPHIC**

**EVENT: 2021 PREMIERE ORLANDO**  
(CARPET GRAPHIC)

(INSERT COMPANY NAME)

NUMBER OF BANNERS \_\_\_\_\_ DIMENSIONS \_\_\_\_\_

THE ABOVE LABELS ARE PROVIDED FOR YOUR CONVENIENCE.  
PLACE ONE ON EACH PIECE SHIPPED TO ENSURE PROPER DELIVERY.  
IF MORE LABELS ARE NEEDED, COPIES ARE ACCEPTABLE.

**F R E E M A N**

**R U S H**

**D O N O T D E L A Y**

**MUST DELIVER BY OCTOBER 7, 2021**

**TO: FREEMAN  
10088 GENERAL DR  
ORLANDO, FL 32824**

**CARPET GRAPHIC**

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