

## 2022 CARPET GRAPHIC SPECIFICATIONS

### **DEADLINE: Artwork must be received by APRIL 15**

If purchasing Placement Only, carpet must be received by MAY 25. 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 MATERIAL TO**

**Gretchen Nielsen**

Director of Marketing  
gretchen@premiereshows.com  
407-232-2052

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. Carpets must be received by MAY 25. 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 by May 2 with your preference.

- **PACK & SHIP** - I would like my item shipped back. (Material handling form will be provided and Freeman Transportation will provide a quote for labor & shipping charges.)
- **PICK-UP** - I will pick up my item onsite Tuesday, June 7. (Further details will be provided. Pick-up will be available starting Tuesday morning.)
- **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**

**DO NOT DELAY**

**MUST DELIVER BY MAY 25, 2022**

**TO: FREEMAN**

**10088 GENERAL DR**

**ORLANDO, FL 32824**

**COMPANY NAME:**

**BILL TO COMPANY**

**CARPET GRAPHIC**

**EVENT: 2022 PREMIERE ORLANDO**

**(CARPET GRAPHIC)**

**F R E E M A N**

**R U S H**

**DO NOT DELAY**

**MUST DELIVER BY MAY 25, 2022**

**TO: FREEMAN**

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**ORLANDO, FL 32824**

**COMPANY NAME:**

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**CARPET GRAPHIC**

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**(CARPET GRAPHIC)**

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.