PRODUCTION REQUIREMENTS AND SUBMISSION INSTRUCTIONS

⮕ **Ad production requirements — downloadable PDF.**

www.infotoday.com/advert/CTPAdSpecs.pdf

⮕ **We accept the following formats:**

❭ **Press-quality PDF files are preferred.**
  ❭ Fonts must be embedded
  ❭ Set black to overprint
  ❭ Convert PMS to CMYK
  ❭ Images must be in CMYK
  ❭ 300 dpi images only
  ❭ Flattened transparencies
  ❭ Page dimensions and bleeds according to pub specs

❭ **We can also accept high-resolution Macintosh format Photoshop TIFF files.**
  ❭ Flattened layers
  ❭ CMYK color
  ❭ 300 dpi
  ❭ Page dimensions and bleeds according to pub specs

⮕ **File submission instructions:**

❭ **To upload files via the web:**
  ❭ Using your web browser, log onto **http://files.infotoday.com**.
  ❭ Please indicate advertiser, publication, and issue in which ad will be placed in appropriate fields.

> **Once the file is uploaded, you will receive a confirmation email.**
> **If there are any problems with your file, you will be contacted.**

PLEASE NOTE:

❭ **Files submitted as RGB will be converted to CMYK.**

❭ **Ads containing SPOT colors will be converted to CMYK unless prior arrangements have been made.**

❭ **All graphics must be at least 300 dpi resolution.**

For proper sizing of your ad, please refer to the publication's rate card (on page 5).

For production questions contact:
Jackie Crawford • Ad Trafficking Coordinator
jcrawford@infotoday.com