

# Art Guidelines

## QualiTEES Artwork And Logo Submission Information:

Our graphics department will be happy to create a custom design for your order that will bring great printing results. If you already have a logo or artwork designed, below you will find the file types that we accept. Vector Art is the best to send us. Common file types include .cdr, .eps, and .ai

**VECTOR ART:** This is artwork created in a vector based program such as Corel Draw or Adobe Illustrator, each object in a vector file can be individually manipulated and scaled without losing quality. See the guidelines below for the program you are using.

**Corel Draw (.cdr):** Version 13 or lower is accepted. Convert text to curves - Ctrl Q

**Adobe Illustrator (.ai):** Version CS or lower is accepted. Create outlines for all images. Convert text to outlines. Placed images must be sent in a separate file under the .eps guidelines.

**EPS File (.eps):** Must be saved as a vector image (no header)

**Macromedia Freehand:** Save as an EPS file. Convert text to paths  
**Raster Art - common file types include:** .psd, .tiff, .jpg, .gif, and .png  
**RASTER ART:** This is photo realistic artwork that is created in raster/pixel based program such as Adobe Photoshop, Corel Photopaint, or Fireworks. It may contain scanned images. In order to print raster images or photos, we need your art to be at least 300 dots per inch (dpi) at the actual print size. Please do not put the "background color" of the shirt on the artwork that you send us. Below are some guidelines for raster files.

**TIFF or JPG file:** 300 dpi at the size you want it on the t-shirt or larger. These formats are for 4-color process printing or one color images only.

**PDF File:** Must be saved with editing capabilities. Scanned pdf files are not acceptable as camera ready art.

**Photoshop (.psd):** Save as a PSD file. Design in layers, if possible. Save in layers/merged with a white or transparent background only. Must be a minimum of 300 dpi at the desired print size.

**Microsoft Word, Power Point, Publisher, & Excel** These formats are unacceptable for screen printing or embroidery. We can only use them as a guideline to redraw your artwork into the correct format. Additional charges may apply.

## Artwork Pricing:

- Simple Art and Proofs: Basic Artwork is FREE with your t-shirt or banner order!

- We require a deposit of \$50.00 or 50% down on your order to begin working on your design. This is a non-refundable deposit that will be applied to your order.

- Complex Art Fee: Artwork is quoted per job at \$50.00 per hour.

- Proof Revisions: Up to 3 revisions are allowed at no additional charge. QualiTEES Screen Printing reserves the right to charge and art fee for excessive revisions.

- Production time begins after the approval of your artwork.

For more information on file formats and artwork check out these articles:

[Graphic Design & File Formats 101](#)

[Raster Image Vs. Vector Image](#)

**Standard Print Sizes:** Below are standard sizes to print your design at. These are just guidelines, the actual size will depend on your design. Just click on the description to see the sizing information.

{tab=Embroidery Considerations}

**Left Chest Maximum:**

3.5" high x 4" wide

Hat Fronts Maximum:  
2" high x 4.5" wide

{tab=Adult Apparel-Screen Printing}

Adult Full Front or Back Print Standard size:

Standard Size: 12" x 12"  
Maximum size: 13.5" x 13.5"

Adult Left Chest Recommended:  
3" x 3"  
Maximum: 4" x 4"

On a pocket:  
2" x 2" (screen print only)

Adult Sleeve:  
Shoulder Print: 3.5" long x 2" wide

Length of sleeve (long sleeve only):  
12" long x 2.5" wide

Pant leg:  
12" long x 4" wide

{tab=Youth Apparel-Screen Printing}

Full Front or Back Print Youth S–youth XL:

Maximum size: 8.5" x 8.5"

Youth XS 2-4:  
Maximum Size: 6" x 6"

Note: If you are combining sizes on a print run, the smallest allowable print size will apply to all garments on that print run. For example if you are printing youth XS (max. size 6" x 6"), youth size large (max. size 8.5" x 8.5") and adult 2XL (max. size 14" x 14") on the same print run, we will print the smaller size on all of the garments in that print run.

Youth Left Chest:  
Maximum: 3" x 3"

Youth XS 2-4:  
Suggested: 2" x 2" (see above note)  
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