



# LASER ENGRAVED NAMEBADGE TEMPLATE - 1.5"x3"

Please use the template provided below.  
Please provide art for each item ordered following the guidelines below.  
Thank you!

**Artwork:**

- Production ready artwork should be sent to your Customer Service Rep with a copy of the purchase order.
- Please send additional PDF or JPG files of the artwork along with original production art files.

**Vector Files:**

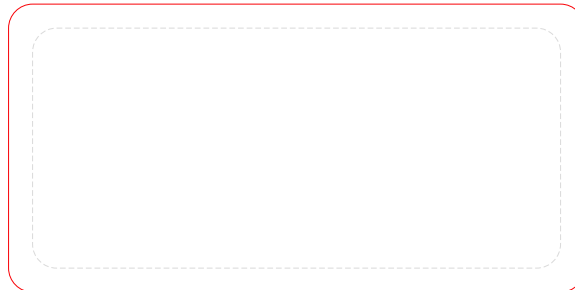
- Corel 19 or lower (CDR)
- Illustrator (EPS or AI)
- Convert fonts to curves/outlines/paths

**Bitmap Files:**

- Photoshop (PSD)
- TIF, JPG, 600dpi preferred, minimum 300dpi for each embedded image.

**Laser Engraving:**

- Minimum font size is 10 points.
- For orders of 10 or more, you may provide one template with names and titles included separately in an Excel or Word Document. Each line of text must be in the same cell.
- Artwork MUST be accompanied by the font file you used.
- Black and White Art is required.
- No Halftones.
- Avoid images smaller than 300dpi when sized for production.
- Bitmap images should be in proportion to the size of the award.
- If appropriate art elements are not available, our artists may be able to manipulate your files for \$35.00 per half hour.
- If you are returning bitmap images using the template below, DO NOT include the template lines in your return files. Thank you!



Maximum Engraving Area (2.75"x1.25")

Edge of Badge (3"x1.5")