

ECOENCLOSE

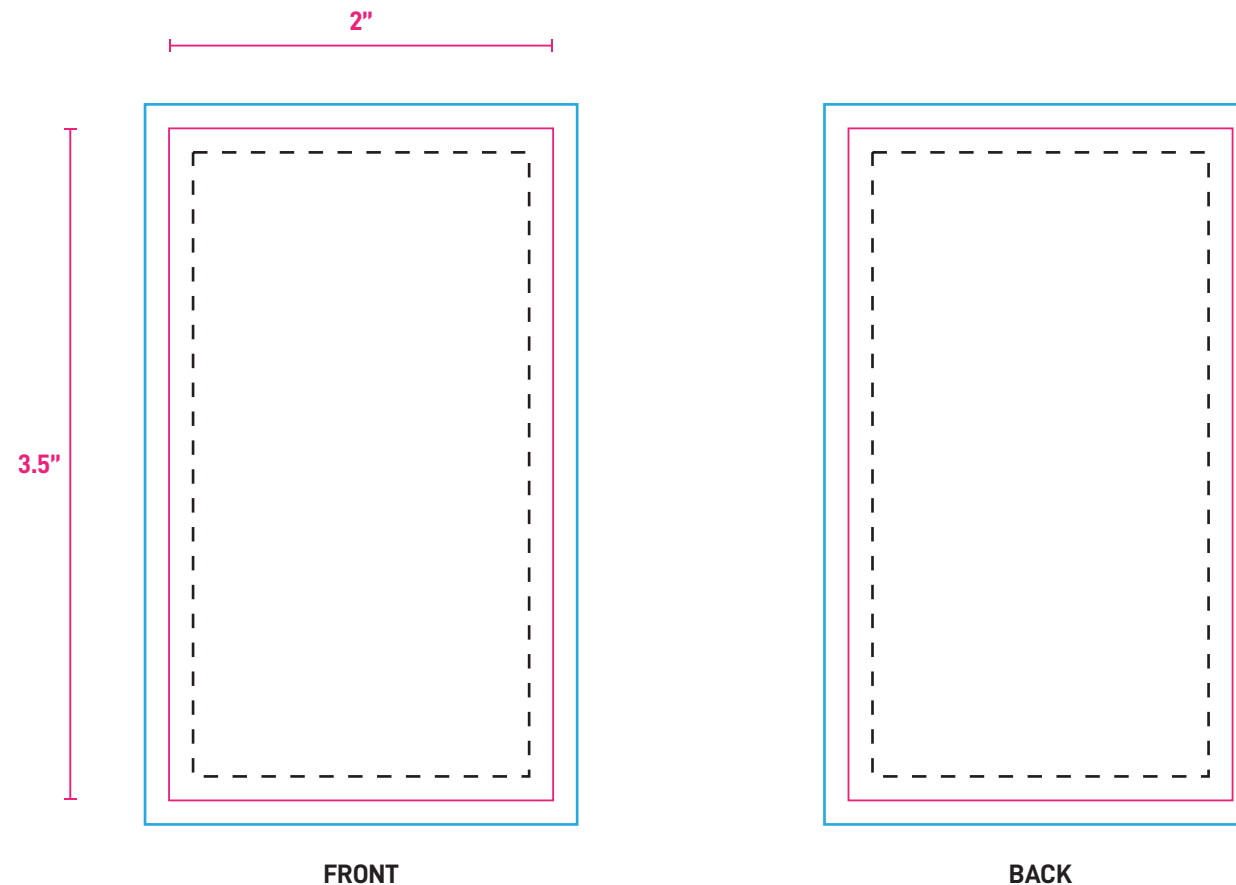
✓ PROOFING CHECKLIST

- All your text free of errors & spelling mistakes
- No images or text are missing from you artwork
- Text is legible & contrasts nicely with background
- The artwork is positioned correctly- nothing is overlapping or being cut-off

IMPORTANT NOTES

- All tissue orders are subject to a 10% over/under. You will be refunded for missing reams or asked to collect payment for additional reams.
- PDF previews may render differently in browser previews and phone views
- Proof colors will vary from monitor to monitor
- Once approved, any cost for product and reprinting is that of the customer
- This proof is representative of general printing position, layout, size, and design
- The quality of your print is determined by the quality of the file provided. Please submit files in vector format.
- We offer 80# or 110# cardstock. To ensure these weights work for you, please consider ordering a sample. We are unable to provide a refund or reprint due to unsatisfaction with our cardstock weight.

Please carefully review your proof. By approving your proof, you acknowledge that your artwork is ready for print and free of errors. We are unable to offer a reprint, refund, or exchanges for issues concerning color or artwork defects that you approve during the proofing process.



Bleed Line: Background color or design intended to reached the edge of the card should extend to the bleed line. This creates a tolerance that ensures the background is not cut off in production.

Bleed is 1/8" from the cut line

Cut Line: The edge of your finished card; the actual size of the card ordered.

Card size is 3.5 x 2.0"

Safe Zone: Where all essential information should remain (text, logos, critical design elements). Everything within the safe zone is guaranteed to be printed within the actual notecard size dimensions.

Safe Zone is 1/8" from the cut line

CUSTOMER ORDER NOTES

- Artwork was scaled proportionately to fit within our artwork boundaries & safe zone.
- Artwork has a lower resolution that is subject to printing blurry. It is currently at a X DPI and we recommend 300 DPI for a high quality print.
- We print our notecards digitally and in CMYK. The white aspects in your design will not be printed white, but will be the color of the cardstock.

ART SUBMISSION STANDARDS

- Photographs are subject to print darker than they appear on the screen.
- Photographs cannot be printed on kraft material.
- Outline all fonts to make them uneditable (SHIFT + CTRL + O) or email your font files to hello@ecoenclose.com
- Minimum Font Size is 4 pt Helvetica Standard & any text under 6 pt is likely to be illegible
- Minimum stroke size is 0.25 pt.

REORDERS

- Reorders can be placed on the website at the "Account" tab at the very top of the Home Page.
- Reorders can also be placed via email. Email hello@ecoenclose.com with the details of your order (mailer type, size, quantity, original order number, and shipping address).
- Reorder printing lead times are the same as new order lead times, not including the time required for transit and delivery.
- Attaching the artwork proof to your reorder will help us determine what plate you would like to use in the event that you have more than one on file with us.