

CROHN'S & COLITIS CONGRESS®

JANUARY 25-27, 2024 • BELLAGIO, LAS VEGAS

Hotel Key Cards

Deadlines:

Due Date	Task	File Type	Where to Submit	Upload Instructions
December 1, 2023	Artwork due to AGA for approval	PDF	Email to Chloe Stein (cstein@gastro.org)	Please send the artwork as an attachment.
December 7, 2023	Sponsor final approval due	Full specs on page 2 and 3	Email to Chloe Stein (cstein@gastro.org)	Full specs on page 2 and 3

Contacts:

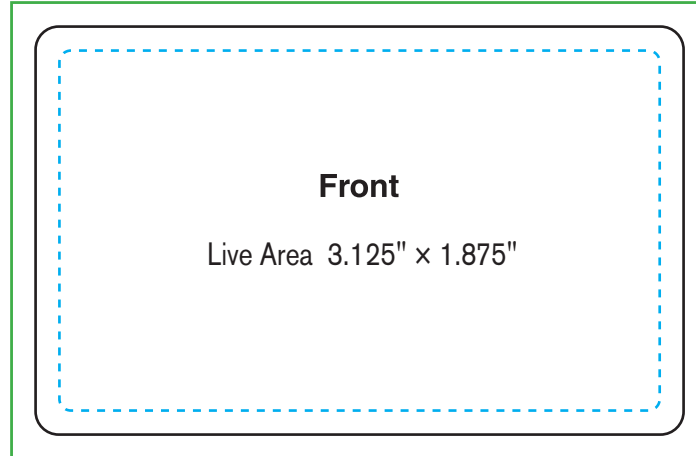
Chloe Stein
 Coordinator, Industry Sales and Operations
 American Gastroenterological Association
cstein@gastro.org

Kaitlin Lawrence
 Director, Industry Sales and Operations
 American Gastroenterological Association
klawrence@gastro.org

RFID

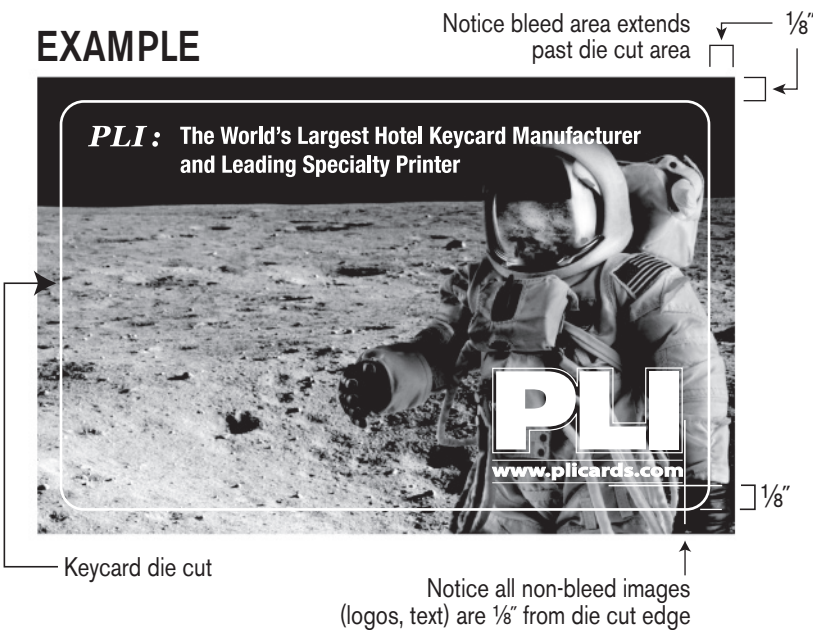
3.375" × 2.125"

Bleed Area 3.625" × 2.375"



Please note that RFID keycards do not require a directional arrow.

EXAMPLE



Non-bleed images should not be closer than 1/8" to all card edges.

Specifications for Customer Supplied Artwork

Software Applications

PLI's Prepress Department is Mac-based. We accept artwork created in most industry-standard software applications, including the current versions of **Adobe InDesign, Illustrator** and **Photoshop**. Please do not submit Microsoft Word, Excel, Power Point or Publisher files. High resolution PDFs are accepted – please make sure files include bleed. Also include a directional arrow in the design unless the keycard is RFID technology. If you have questions about any of these specifications, please call ☎ (800) 752-1017.

File Info & Formats

Please submit vector artwork whenever possible.

If creating artwork in Photoshop, please submit layered, CMYK files. Resolution should be 300 at actual size.

Do not send low resolution images from the internet.

Supply all necessary fonts and images.

Package your documents to ensure everything is included.

All type should be at least 6pt. in size.

To be legible, reversed type should be at least 8pt.

Artwork using PMS colors and Photoshop duotone files are accepted.

Keep all non-bleed elements (logos, etc.) 1/8" inside all edges of the keycard.

Bleed, if applicable, should extend 1/8" beyond the edges of the card.

All rules and outlines should be .5 pt. or greater.

Spot colors can be converted to CMYK but cannot be guaranteed to match the specified PMS color when printed as process.

Artwork Emailing & FTP Instructions

Email attachments should be less than 10 Mb and can be emailed to your customer service rep. If you do not have one, please call ☎ (800) 752-1017.

It is a good practice to compress your artwork files (Stuff or Zip).

Larger files can be submitted via our web site – www.plicards.com:

Click on the "Submit Artwork" link on our home page, then fill out the information fields (please include your sales representative's name if you know it) and click the browse button to select your artwork file. When you click the "Submit" button your artwork will be uploaded to our Graphics Dept. and you should receive an email confirming receipt.

Contact Information

Phone: (800) 752.1017 • Fax: (828) 418.8203 • Email: info@plicards.com