

# In Illustrator, open Layers pallet to client template

## ✓ Art Check List

- Links included (not embedded)
- Critical Art 3% inside Cut Line
- Type converted to Outlines
- Raster Art Resolution 75 DPI at full scale
- Layers included (Photoshop files)
- Smooth Gradients
- Avoid Global Effects, Transparencies & Symbols

## ✓ Special Notes

## Symbols Legend

- Critical/Live Area - - - - -
- Cut Line
- Seam Placement ⋮

## Arches Screen

Dimension  
120" L. x 120" H

Order # **XX-XXXXX**

Client: **XXXXXX**

Moss Part #:  
ARC120x120

Line # **XXXXXX**

Scale:  
1/4"=1'

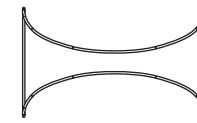
Quantity **X**

Pre-flighter **XXXXXX**

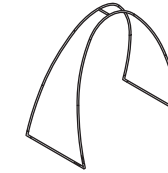
PSM **XXXXXX**

Ship Date **X.XX.XX**

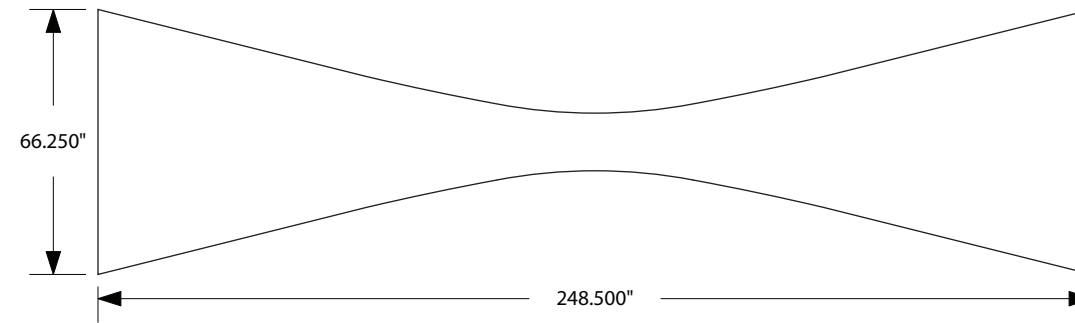
Top View:



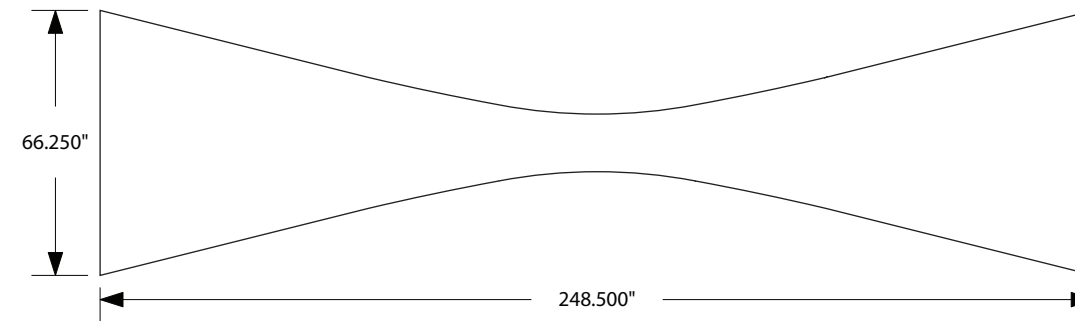
Isometric View:



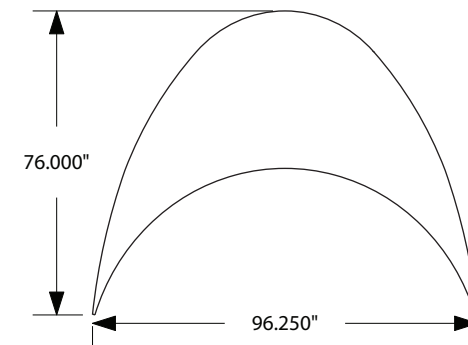
Front:  
Performance Stretch  
**Print X**



Back:  
Performance Stretch  
**Print X**



Screen:  
Performance Stretch  
**Print X**



**Color:**

Match to:

- PMS color specified in file
- Hardcopy
- Previous job
- approved proof
- Moss best judgement

← WARP →

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## Instructions for using the Moss PreDesigned Graphic Layout Template

1. Open the template in Adobe Illustrator
2. Open the layers dialog box
3. Choose the Client Template Layer.  
Be sure to only toggle the layer you will be using.
4. Place the art into the template. When possible, keep the art within the dashed lines. Place, size and space the art as you would like to see it when printed. For full coverage graphic, add 2" of bleed. See Moss Art Submission Guidelines for details on art requirements.
5. Add PMS color information to the color blocks at the bottom of the layout.
6. Add any needed notes to the Special Notes section on the left side of the layout.
7. Save the file in PDF format with the following settings-  
Layers included (Photoshop files)  
Smooth Gradients  
Avoid Global Effects, Transparencies & Symbols
8. Email completed layout back to your Moss Project Service Manager.