

# Artwork Guidelines for Printed Plaques:

1/8" AC Acrylic, Brushed Aluminum, Sintra (PVC)

- 1** Use an artboard that is the same size as your chosen plaque size.
- 2** Make sure all important graphics are at least 1/4" away from the edges of the artboard.
- 3** Leave room for drill holes and decorative caps. Do not place important graphics in this area. The center point of drill holes are placed 5/8" away from all edges.

**Cut line**  
Outer edge of sign.

**Safe zone.**  
Make sure all important graphics are inside this area.

**Drill hole**  
0.25" hole for screws + caps  
(Stand-off sizes vary)

**Decorative caps**  
Make sure caps do not cover important graphics.  
19/32" diameter for Screws + caps.

