



Promotional Products Artwork Template Post-it® DS100 Pop-Up Note and Flag Dispenser

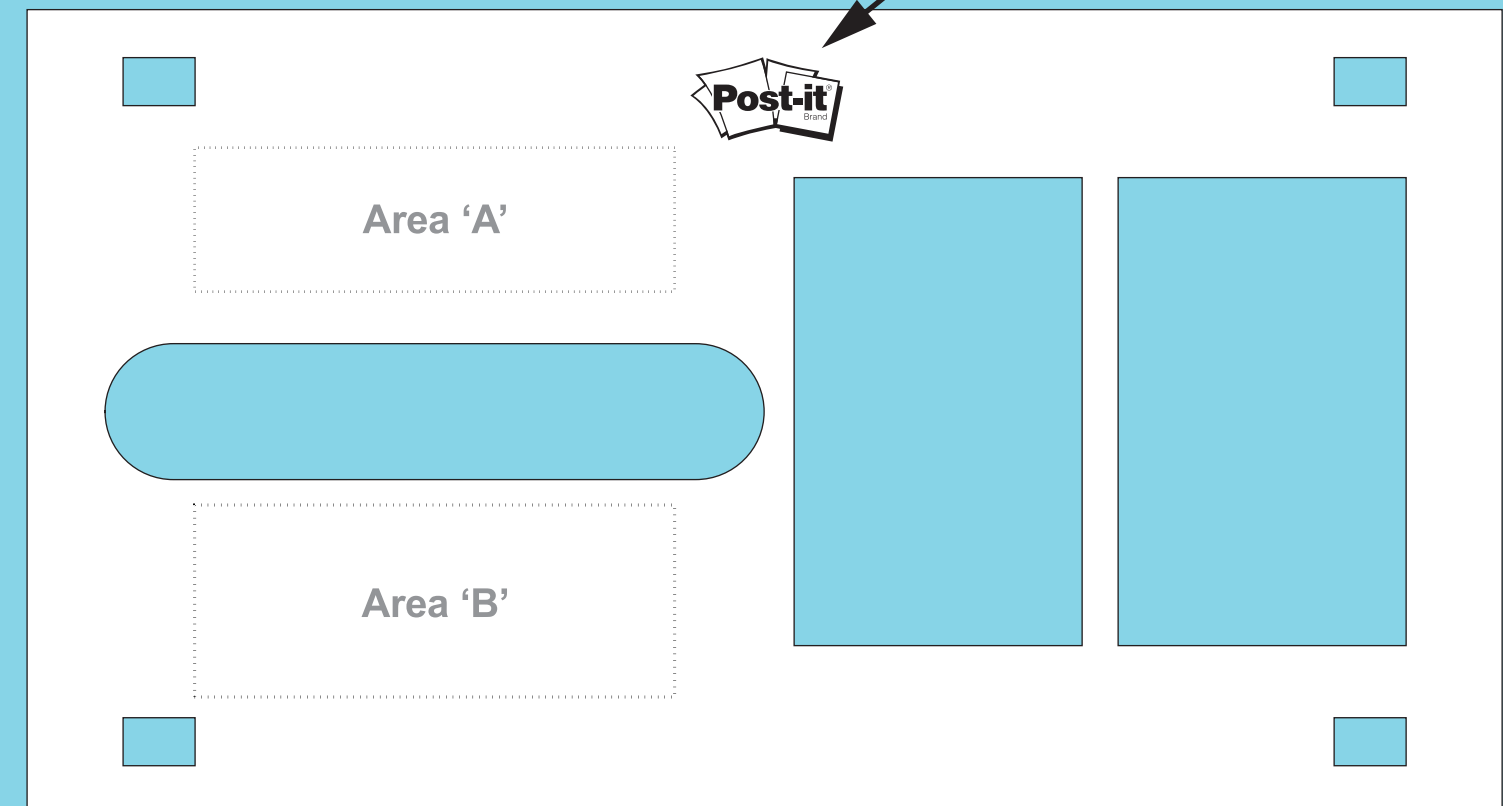
GENERAL INSTRUCTIONS

1. Please give us your name and any known order details in the box above/left.
2. Create or locate your artwork in the top layer. **Note: some other layers are non-printing layers and will not appear on any proofs you print.**
TIP: Hide/show the non-printing layers as needed during layout work; please do not delete the non-printing layers prior to saving file.
3. All guides and dimensions shown here are at 100%.
4. Convert text to graphics (create outlines), even if fonts used are Adobe Postscript Type 1 fonts.
TIP: Keep a record of all fonts used. Because converted text is no longer editable as type, you may need your fonts for future revisions.
5. If any bitmap images are placed in this file, resulting in a "metafile" please do not modify the placed bitmap here. Also, be sure to "link" the file rather than parse (rasterize) it into this file, and also send the bitmap file together with this file.
6. Do NOT perform any trapping.
7. Please save your completed file as an Illustrator Native File (.ai).
8. Please give your completed file a name that helps us identify it (Examples: "Pepsicube.ai" or "PO#123.ai" ... not "notepads.pdf" or "Untitled").

1 LAYOUT GUIDE FOR ARTWORK ON Tinted Clear Plastic Top

Embossed logo will
always be here

Approx. Imprint Areas
(denoted by black dotted lines)
A: 2.5" x 0.75"
B: 2.5" x 1"



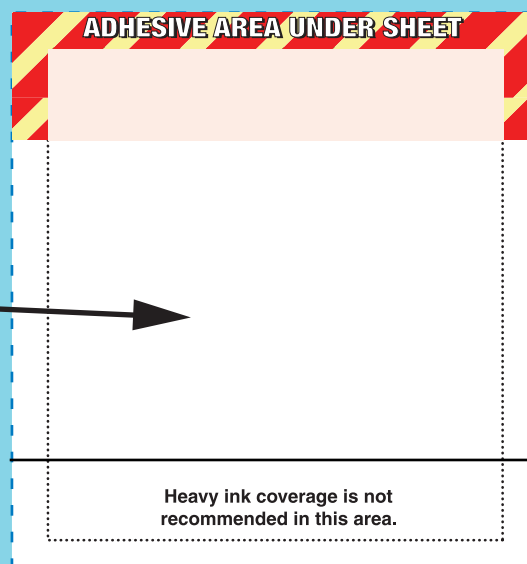
RESTRICTIONS

- No Bleeds
- Ink Print: one or both imprint areas, 2 color maximum.
- Laser Engraving: one area only. Will appear on underside of tinted, clear plastic top.
- Keep text at or above 4 pt., and not too thin.
- TM and ® — minimum of 3 pt.
- Line thickness — minimum of .3 pt.
- No gradient printing
- Center your logo, artwork or line of copy, both horizontally and vertically in the imprint area.

2 LAYOUT GUIDE FOR ARTWORK ON PRINTED NOTES (optional)

Finished Cut Size:
2.75" x 2.937"

Imprint Areas
(denoted by black dotted lines)
2.375" x 2.5625"

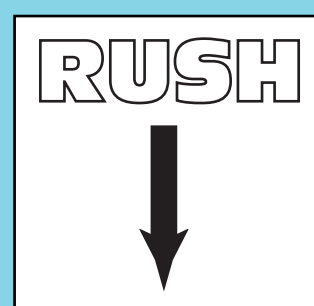


RESTRICTIONS

- No Bleeds

Traditional Layout:

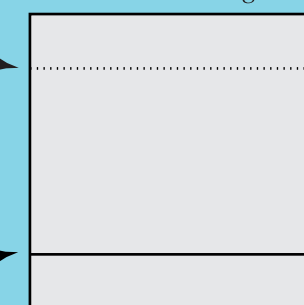
Note: When designing sheet graphics, pay close attention to adhesive edge on sheet and how your graphics will be used when printed on sheet. (Example: if printing an arrow on sheet, and sheet will be used to point to an area on a form, make sure arrow point is printed on adhesive edge.)



Adhesive Edge

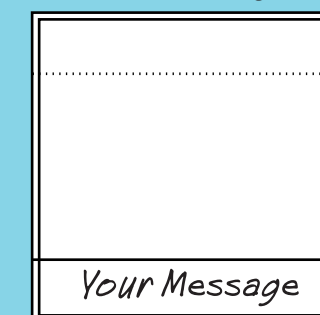
Graphics above this line
will be hidden from view
in the dispenser with paper
insert card. Imprint or laser
engraving on plastic top may
also cover sheet imprint.

Adhesive Edge



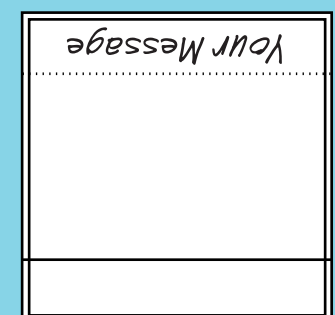
Graphics below this line
should not have heavy
ink coverage.

Sheet 1
Adhesive Edge



Your Message

Sheet 2




Adhesive Edge

Template: #DS100

Issue Date: December 7, 2012

Note: Be sure to check our website for updated editions.

Go to: www.3M.com/templates

Need tech support 
Refer to our "Before You Begin" PDF document.