

# PRINT ADVERTISEMENT FILE SPECIFICATIONS

## FILE FORMAT:

Preferred format: Press-quality PDF  
 Acceptable formats: Press-quality .tif, .eps and .jpg  
 Native files such as InDesign or QuarkXPress are not accepted. All files must be CMYK.

## FILE SUBMISSION:

Please email your file to: [Artwork@GroupTour.com](mailto:Artwork@GroupTour.com)  
 Large files: If your file is too large to email, please use a file transfer service such as Hightail, Dropbox or DropSend.

*Hard copy proofs are not necessary. Submitted files are considered press-ready and will not be proofed by the advertiser.*

## HELPFUL TIPS:

### Resolution

- Photos should be 300 dpi at 100%.
- Line art (bitmap) images should be 1,200 dpi.
- Do not enlarge images by more than 125% or reduce them by less than 25%.
- Always comply with image copyright laws.

### Fonts

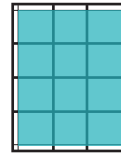
Convert fonts to outlines when applicable. Do not assign font attributes within the layout document (e.g.: using keystroke shortcuts for bold or italic).

### Dimensions, bleeds, crop marks

- Build all ads to the exact dimensions.
- Bleeds are available on full-page ads only.
- Bleeds must extend a minimum of 1/8 inch beyond the page trim.
- Keep all essential images and text a minimum of 1/4 inch inside the page trim to avoid being cropped off.
- Offset any crop marks, bleed marks, registration marks or color bars so they do not print within the image or bleed area.

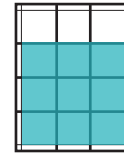
### Questions?

Call our production manager at 800-767-3489, ext. 119.



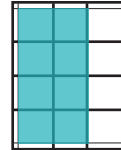
### Full Page

live: 7.25 x 9.75  
 trim: 8.375 x 10.75  
 bleed: .125 in.



### 3/4 Box

7.25 x 7.25



### 2/3 Vertical

4.75 x 9.75



### 1/2 Horizontal

7.25 x 4.75

### 1/2 Vertical

4.75 x 7.25



### 1/4 Horizontal

7.25 x 2.25

### 1/4 Vertical

2.25 x 7.25



### 1/3 Box

4.75 x 4.75

### 1/3 Vertical

2.25 x 9.75



### 1/6 Horizontal

4.25 x 2.25

### 1/6 Vertical

2.25 x 4.75



### 1/12 Box

2.25 x 2.25

## Group Tour magazine deadlines

Publishes	Space	Artwork
February	Dec. 1	Dec. 15
May	March 1	March 15
August	June 1	June 15
November	Sept. 1	Sept. 15

## Student Group Tour deadline

Publishes	Space	Artwork
August 15	June 1	June 15

File Specifications: Email a print-resolution PDF, JPG, TIF or EPS to [Artwork@GroupTour.com](mailto:Artwork@GroupTour.com)