

**LIVE AREA:**

All critical elements (text, images, graphics, logos, etc.) must be kept inside the blue box.

Keep all important elements away from the blue line (Live Area / Safe Zone)

**TRIM ZONE:**

Please allow .75 inches all the way around your design from where the board's aluminum trim will be. We do not recommend having borders on your design because any variance between the border and the frame can appear uneven.

**BLEED ZONE:**

Make sure to extend the background images or colors all the way to the edge of the black border and under the board's trim.

**Framed Board Size:** 18 inches tall x 12 inches wide  
**Visible Surface Area:** 16.5" x 10.5"  
**Live Area:** 16.25" x 10.25"

*\*Please note that whiteboard dimensions are referenced Height x Width*

**IMPORTANT NOTES!**

**RASTER GRAPHICS / PHOTOGRAPHS**

Our .PSD and .JPG templates are created at 100 DPI which is the lowest recommended resolution. **For best results** use source files at 300 dpi or greater and to save your design at 300 dpi or greater.

**VECTOR GRAPHICS**

Please flatten all layers and outline all text.

Please remove our guidelines / instructions before submitting your files or else they will be printed.

**Need Help / Have Questions?**

Our graphic specialists are happy to help anytime you need them. Contact them by calling 1-866-366-1500 between 9 - 6pm EST Monday - Friday.