

GRAPHICS SUBMISSION SPECIFICATIONS

If submitted files do not adhere to the specifications outlined below additional graphic design charges may apply.



DUE DATE: March 5, 2025

Graphics submitted after this date are subject to a 25% surcharge.

POSTER DISPLAY DETAILS

- All new posters are not to exceed 42 inches x 42 inches in dimension. There will be two posters per board surface. If your poster exceeds the size limit, it may be removed.
- Encore posters that exceed 42 inches x 42 inches size must be pre-approved by the Symposium Organizers, and in which case, please email info@isoppcapho2025.org to advise of your poster size.
- All posters must be displayed on poster material. Sheets paper glued together, or the like will not be accepted.
- Materials must be readable from a distance of 3 feet or more
- The font used must be a minimum of 20 points
- Industry-sponsored posters must clearly be identified as such - please state on your poster "Sponsored by (Company name/s)"
- Optional: Include QR code for a 5 – 7-minute narrated presentation about your poster

ACCEPTED FILE FORMAT:

Print-ready .PDFs sized at 100% with flattened transparencies, and embedded links and fonts

- In Illustrator, save file as "High Quality Print" and under "Options" check "Preserve Illustrator Editing Capabilities"

Colour: We digitally print in 4 colour process or CMYK mode. All files should be saved for output in CMYK mode to avoid unexpected results. If your logo/file contains specific Pantone colours, please specify. We will match colours as closely as 4 colour process printing will allow.

FILE TRANSFER:

Please email graphics directly to cwilliams@globalconvention.ca along with this completed submission form.

PRINTING & PRICING OPTIONS

Please choose Glossy Matte

Please choose Unlaminated @ \$9.50 per square foot Laminated @ \$11.00 per square foot

BILLING & PAYMENT INFORMATION

Company:

Contact Name:

Address:

Contact Email:

City, Province:

Contact Cell #:

Visa

Mastercard

Amex

Card #:

Expiry:

CVV:

Signature:

Date: