It's easy! Choose the layout that best suits your needs and position your artwork on the uppermost layer.

Promotional Products Artwork Template
Post-it® Notes Cube: C690

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 all text to curves (outlines) before saving file. We also request that fonts be supplied with your file.

TIP: Even if you convert text, your font files may be needed for revisions we might make before production, so please send them with your art.

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. Color swatches for 3M standard inks, papers, etc. can be downloaded at: www.3M.com/templates. The swatches make it easy for you apply the standard colors to your product design.

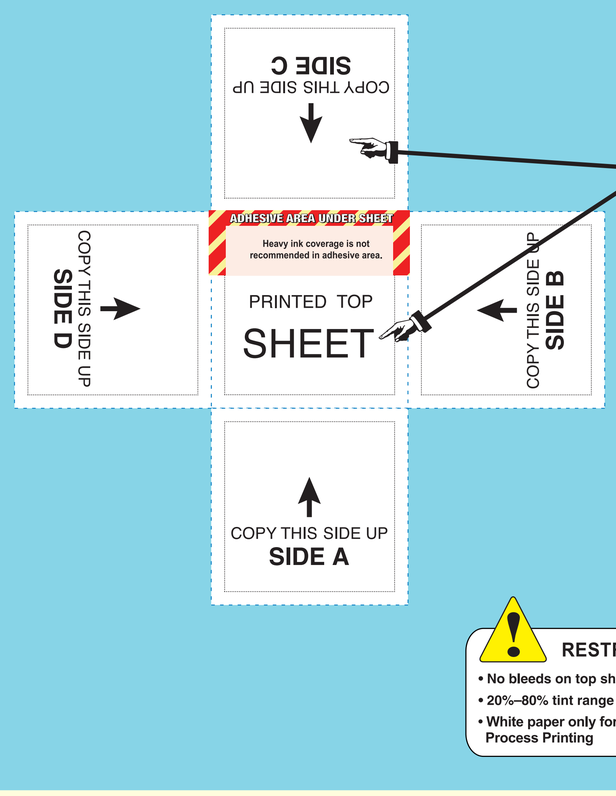
NOTE: You are not limited to the 3M standard ink colors. Paper and product colors are for design use only and need to be deleted or moved to a non-printing layer prior to delivering final art to 3M.

7. Do NOT perform any trapping.
8. Please give your completed file a name that helps us identify it. (Examples: "Pepsicube.eps" or "PO#123.eps" ... not "notepads.eps" or "Untitled")
9. Consult our "Before You Begin" PDF document for valuable tips and product/printing details.

1 LAYOUT GUIDE for ARTWORK on CUBES without BLEEDS on SIDES

This template can be used for 1, 2, 3, 4-Spot or 4-Color Process printing on sides

Use this layout guide if your artwork has no bleeds on side panels.

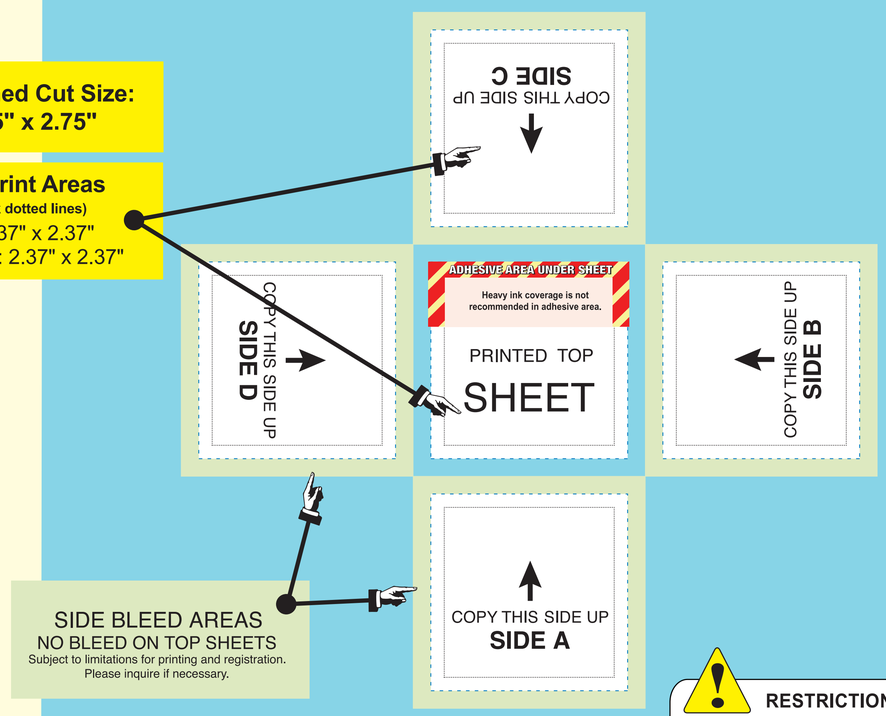


RESTRICTIONS
- No bleeds on top sheet or sides
- 20%–80% tint range for side printing
- White paper only for 4-Color Process Printing

2 LAYOUT GUIDE for ARTWORK on CUBES with BLEEDS on SIDES

This template can be used for 1, 2, 3, 4-Spot or 4-Color Process printing on sides

Use this layout guide if your artwork on side panels bleeds to or beyond paper edges. Blue dashed lines indicate actual edges of each panel, black dotted lines indicate the imprint area. Make your bleeds 1/4" to boundary of indicated bleed area.
Note: bleeds are not permitted on printed top sheet.



RESTRICTIONS
- No bleeds on top sheet
- 20%–80% tint range for side printing
- White paper only for 4-Color Process Printing

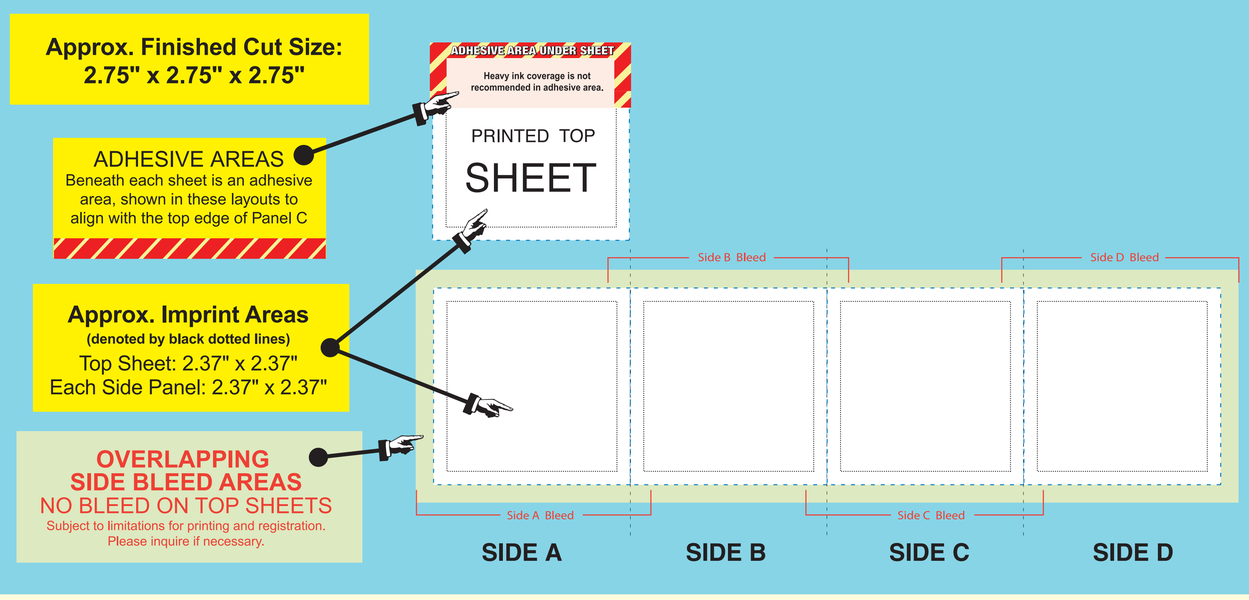
3A LAYOUT GUIDES for ARTWORK on WRAP-AROUND CUBES

FOR 1, 2, 3 and 4-SPOT COLOR PRINTING ON SIDES

For 4-Color Process printing on sides use template 3B (below)

Use this layout guide when your artwork extends around the cube from one side to one or more of the others. Blue dashed lines indicate actual edges of each panel, black dotted lines indicate the imprint area.

For wrap-around art on sides of cubes, follow these instructions:
1. Perform art layouts using the four rectangles shown below.
2. Extend artwork as required to create 1/4" bleeds in bleed area shown below.
3. If desired, use dashed vertical lines to "divide" art into separate sections for each side panel.



RESTRICTIONS
- No bleeds on top sheet or sides
- 20%–80% tint range for side printing
- White paper only for 4-Color Process Printing

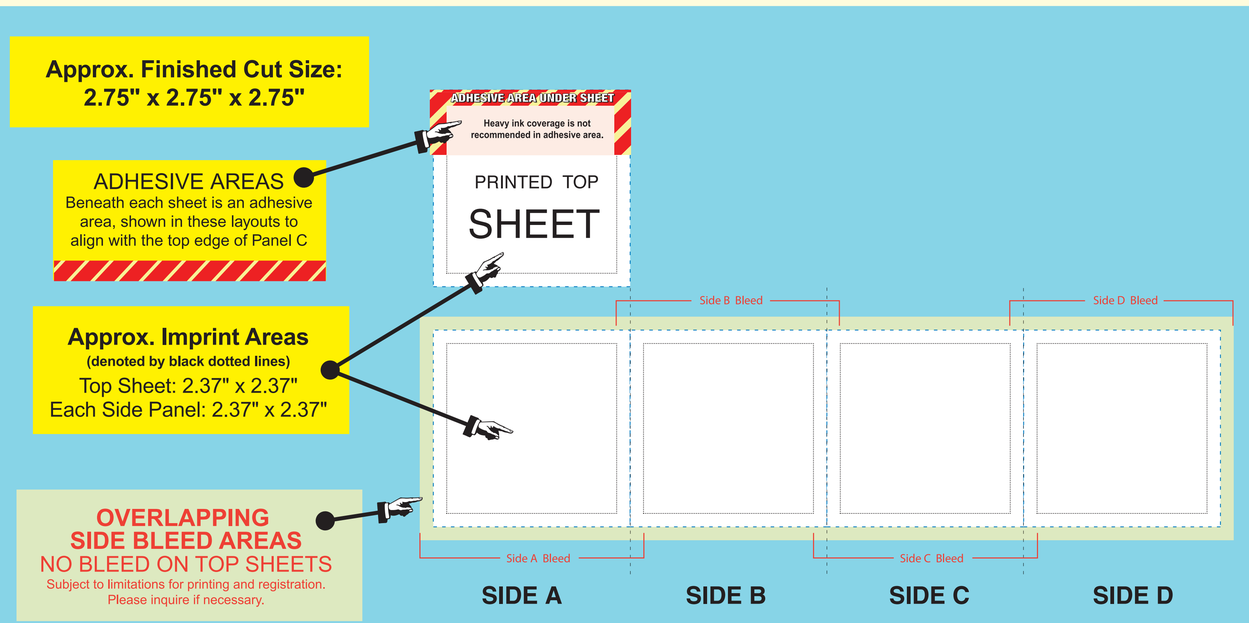
3B LAYOUT GUIDES for ARTWORK on WRAP-AROUND CUBES

FOR 4-COLOR PROCESS PRINTING ON SIDES

For 1, 2, 3 and 4-Spot Color printing on sides use template 3A (above)

Use this layout guide when your artwork extends around the cube from one side to one or more of the others. Blue dashed lines indicate actual edges of each panel, black dotted lines indicate the imprint area.

For wrap-around art on sides of cubes, follow these instructions:
1. Perform art layouts using the four rectangles shown below.
2. Extend artwork as required to create 1/4" bleeds in bleed area shown below.
3. If desired, use dashed vertical lines to "divide" art into separate sections for each side panel.



RESTRICTIONS
- No bleeds on top sheets
- White paper only

Template: #C690
Issue Date: February 12, 2008 (Supercedes: January 1, 2004)
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.