

# Moffit's Consolidators Guide

## Electronic Ad Specifications

### SUBMITTING YOUR ELECTRONIC FILE

1. Please submit the following:
  - the EPS or TIFF file of your finished ad
  - all graphics used\*
  - all fonts used (both printer and screen fonts)\*
  - your original document before saving it as a TIFF or EPS\*
2. Copy your files onto the following acceptable media:
  - CD-ROM
3. After preparing the disk to submit, print a copy of the disk contents and include with the disk.
4. Complete the Disk Submission Form.
5. Attach a color printout of your finished ad with crop marks shown.

*\*These files are required if we are asked to make corrections or revisions to your ad.*

If you have any questions, please feel free to contact Laura Frank, Monday- Friday, 9:00am - 5:00pm EST.  
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800.892.7119  
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