

# JiMi Agency: Bookmark Information



## General Information

- Front: Prism coated // Back: Matte coated
- Full color both sides
- Rounded edges
- 300 gram paper
- 200 copies per design
- Actual size is 7 cm by 15 cm (~2.8 in by 6 in)

# How to format your images

1. Download the template PSD files at our bookmark product page (use the same template for back)
2. Images are in CYMK MODE
3. Dimensions should be 874 X 1819 Pixels (300dpi)
4. Save your final images as JPEG

*\* Actual bookmark colors may be slightly off due to the differences between RGB monitor display and CYMK printing*

*\*Please be aware that parts outside the blue guidelines (2mm/edge) will be cropped. We recommend to give enough space away from the edges with fonts (3mm away from the CUT line)\**

***\*Also be careful of rounded corners.***

# How to submit images

1. Check if your images are formatted correctly (fee is \$5 if we have to change anything!)
2. Label your images in the following format: (use your REAL name)

*Front: "yourname\_bookmark\_1a"      Back: "yourname\_bookmark\_1b"*  
*e.g. JohnSmith\_bookmark\_1a      JohnSmith\_bookmark\_1b*

3. Upload your files. Go to [jimiagency.net](http://jimiagency.net) → **My Account** → **Orders** → click on your current order → and upload design using the **Add file** button.

# Frequently Asked Questions

- Can I have one order be 100 copies of Design A and 100 copies of Design B?  
No. The way these industrial printing companies work, the minimum is 200+ copies of the **same** design.
- Does my front and back need to be the same image?  
Nope. As long as you keep in mind that one side will have prism coating while the other side will have matte, you can do whatever you want when it comes to your design.
- I don't have PayPal! Is there any other way for me to send money to you?  
We prefer to be paid via PayPal, but if this is an issue **please e-mail us first**.
- How will you use my art for "promotional purposes?"  
We'll only use your art to promote this service, or advertise our company. We will not make any profit whatsoever. We may slightly alter your art (filters, cropping, artistic product shots, etc.), but will always credit you/the artist.
- Will there be more group orders like this in the future?  
Yes, mostly likely! Join our [mailing list](#) for future projects and services.
- Do I get tracking?  
When you order your products, you will get to chose your shipping options. Standard shipping (available only for packages under 2kg) will take up to 5 weeks with not tracking. CP shipping usually takes 1-2 weeks with tracking. EMS shipping takes around 1 week with tracking.

If you have other questions or concerns, e-mail us at  
***[jimiagencyinc@gmail.com](mailto:jimiagencyinc@gmail.com)***.



