

A diagram of a badge template. It features a solid magenta outer border and a dashed green inner border. At the top, there are two oval-shaped punch slots, each outlined in magenta. Various text labels with leader lines point to different parts of the template: 'Badge Slots' points to the left slot; 'Bleed Line' points to the dashed green border; 'Badge Outline' points to the solid magenta border; 'Safe Zone' points to the area inside the dashed green border. Dimensions for each of these areas are listed in the bottom left corner.

### Badge Slots

This oval represents  
appx. where slots will  
be punched.

### Bleed Line

Any edge-to-edge  
artwork should stretch  
all the way to the  
bleed line.

### Badge Outline

This line represents the  
edge of your badge.

### Safe Zone

This dotted line  
represents the area  
that your information  
should be contained  
in. Do not place any  
logos or text past this  
line.

Bleed (4.625" x 6.25")

Badge edge (4.375" x 6")

Ad-safe zone (4.125" x 5.75")

## Notes:

- We use Adobe Illustrator for all event badge artwork.
- Vector artwork will provide the best print quality
- Any raster artwork should be < 300dpi
- Be sure to include dynamic text boxes so we know what font style, size and weight you would like
- Include any font files you would like used for your design when submitting your order
- Please outline any non-variable text
- Please save as an .eps, .svg or .ai file (or .pdf for viewing purposes)

### Badge Slots

This oval represents appx. where slots will be punched.

### Bleed Line

Any edge-to-edge artwork should stretch all the way to the bleed line.

### Badge Outline

This line represents the edge of your badge.

### Safe Zone

This dotted line represents the area that your information should be contained in. Do not place any logos or text past this line.

Bleed (4.625" x 6.25")

Badge edge (4.375" x 6")

Ad-safe zone (4.125" x 5.75")