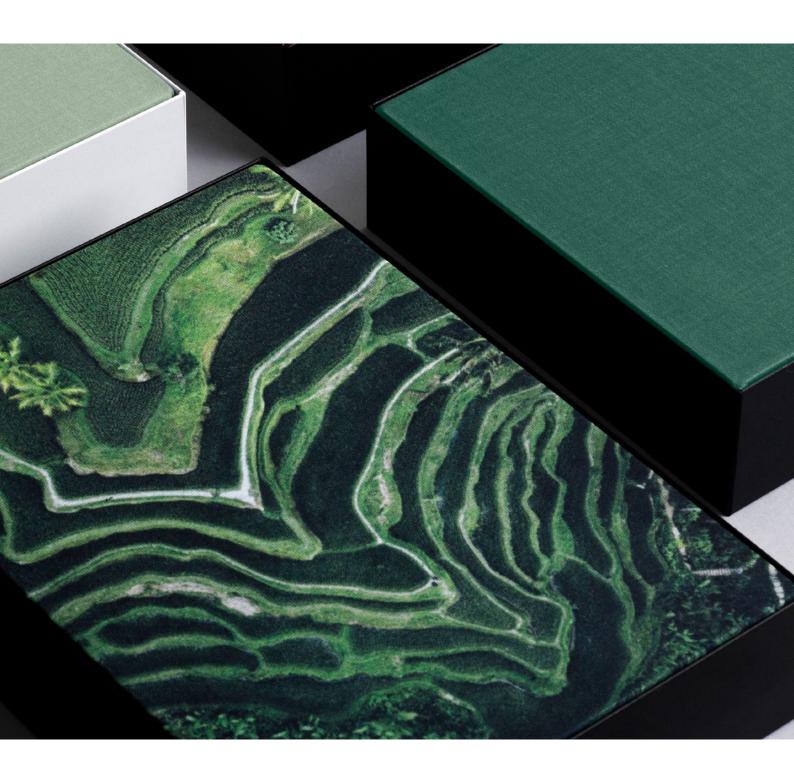


GRAPHICS GUIDE

# **Rockfon® Canva™**



### **CANVAS PRINTING**

# File preparation

### **PHOTOS**

#### **Formats**

- JPG (highest quality possible)
- TIFF
- PNG
- RAW (with sidecar XML file if edited)

### Note

- In case of cropped photos, please share raw uncut files (if avaliable).
- No photo scaling. Rockfon handles all scaling or interpolation acording to your instructions.
- Be aware that bleed area of 10 mm will be added to the printfile.

### GRAPHICS & TEXT COMPOSITION

### **Formats**

- PDF, EPS, AI

### **Files**

- InDesign package
- PDF file for print (no crop/bleed marks)

### Note

- All fonts must be outlined always
- Bleed area of 10 mm (full colour or photo, bleeds must not be empty).
  Be aware that bleed area of 10 mm will be added to the printfile.
- Safe area of 40 mm (for text, logos, etc).

### PHOTO, GRAPHICS & TEXT COMPOSITION

### **Formats**

- PDF, EPS, AI

### Files

- InDesign package
- PDF file for print (no crop/bleed marks)

### Note

- All fonts must be outlined always
- Bleed area of 10 mm (full colour or photo, bleeds must not be empty).
  Be aware that bleed area of 10 mm will be added to the printfile.
- Safe area of 40 mm (for text, logos, etc).

# HANDOVER PROCESS

Please send files as per directions from Rockfon customer service.

### Kindly provide

- Name
- Relevant information about the order etc.

### **GRAPHICS SUPPORT**

In doubt of the information below, please send us the files and we will help evaluate if the quality of the files are fit for print and help finding a solution if they are not.

### **CANVAS PRINTING**

## File instruction



### Cropping

We advice the costumer to send raw uncut photos, with description of the desired crop (based on the instruction about bleed area).



### Positioning

We advice the costumer to consider the elements in focus and how to center them (based on the instruction about safe area).

### Please be specific about

 Placement of different elements, indicating how far from the top (A) and from the left edge (B). Same goes for other elements (C & D), or cropping of photos (E).

**Note:** distance measured from the visible edge (ex the 10 mm bleed area).

### Bleed area: 10 mm

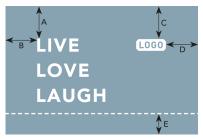


Bleed area will be added to the printfile. The bleed area can't be empty, so make sure to fill it with a colour or photo.

### Safe area: 40 mm



All elements (text, logo, ect.) needs to stay inside the safe area.



Example with a full background colour 'Azure' from the 34 Colours of Wellbeing.

### C

### Several panels

In case of layout on several panels, we advice the costumer to consider the elements in focus and how to center them (based on the instruction about bleed- and safe area).

### Please be specific about

- The gap distance between panels (F).
  This gab will be cut out; be aware that no important details are in this area.
- The Rockfon Canva dimensions in the panorama.
- The direction you intend to install the panels (vertical or horizontal).

### Example

3 panels of 1000 x 2000 mm, installed vertically with 50 mm distance apart. Please use picture in file 'MyFile2' across these three frames.

### Several panels



Example of a layout across three different panels.



### Colours

We do not accept any colour coding (NCS, CMYK, etc.). Colours will be determined by the file we receive in the previously mentioned formats (see page 2). Please keep in mind that printed version will be as close to the colour as possible.



Disclamer: Tolerance of placement +/- 10 mm due to fabric stretch.



Inform us if you would like to use our 34 Colours of Wellbeing as background colour for the logo, graphics and text composition.

### **CANVAS PRINTING**

# Flow of events in the process

1

# **Quoting** phase

You have shown interest in Rockfon Canva product and decided to make one or more personalized canvas graphic prints.

You receive these instruction to give you an idea of the process that you will be going trough when ordering a Rockfon Canva personalized product.

Note: that by sharing your graphic file(s) with Rockfon you agree to the legal terms and conditions described in the disclaimer. This is a need for the process to move forward to the next steps.

**Note:** that Rockfon is aware of and respect your rights regarding your personal details and contact information shared with us:

www.rockwool.com/ group/privacy-statement/ 2

# Share graphic files

### Customer; Send via WeTransfer the raw graphic files to Rockfon.

- Please send the graphic file to your local Rockfon technical manager with information on which picture has to be used on which Rockfon Canva Panel in case you have ordered more than one (enclose the size of the product)
- Details for final photo layout. Note down the expected layout of each panel cropping and design.

3

# **Preview** (3 working days)

### Rockfon;

- Creates the graphic layouts.
- Prepares preview for approval.
   Rockfon need +3 days to send the official preview.

**Note:** very complex or large orders may take longer.

4

# Approval phase

### Customer;

- Approves preview.
- In case of further corrections; The necessary changes are described as specific as possible and returned to Rockfon. Another preview is made for the customer to approve. Expect about 3 work days delay additional preview round.

5

# Production & delivery (6-7 weeks)

Rockfon;

- Upon receiving your approval of the layout template preview, Rockfon will send you an order confirmation.
- Initiate production, print and shipment of the Canva panels.
- Delivery will take place within 6-7 weeks.

### LEGAL DISCLAIMER

# File transfer

### **Important Notice**

Please note that you should only use and send us such graphics and content which you own all rights to or you otherwise have a specific written permission to use for this purpose.

This implies that you must verify and ensure that the graphics and content are free from any third party rights whatsoever and is not in violation of any third party intellectual property rights or otherwise violating any applicable law.

Under no circumstances may you send us graphics or content that are unlawful, misleading, discriminatory or defamatory.

In case of any violation of third party rights in connection with your use of graphics or other content you will have the full responsibility. To the full extent permissible by law ROCKWOOL International A/S and its subsidiaries (hereinafter referred to as ROCKWOOL) are disclaiming any responsibilities for infringement of any third party rights or violation of applicable law in connection with the graphics or content provided by you, and ROCKWOOL will under no circumstances be liable for any infringement of such third party rights or other violations of applicable law. Any claims, actions, investigations or queries made against ROCKWOOL based on graphics or content provided by you will be prosecuted and redirected towards you to the fullest extent possible.

ROCKWOOL hereby explicitly reserves the right to remove and/ or destroy at any time any graphics or content uploaded to our website, which ROCKWOOL deems in violation of any of the above instructions.

By sending us the graphics or other content you hereby confirm and agree that you have read the above instructions and agree to comply and be bound thereby.

### Storage of the Graphics and Other Content

When uploading graphics and content you approve that ROCKWOOL stores the uploaded graphics and content for a period of one year from the date of the upload. We will store such graphics and content solely for enabling easy repurchases by you and for documentation purposes.

# **Sounds Beautiful**

