
Template Guide





This booklet serves as a technical reference for preparing artwork for standard Allcard products. It outlines template usage, file setup requirements, and key production specifications to support accurate art file submission. Please refer to this guide when building or reviewing files for print.

Please CC your Sales and Customer Service Reps when submitting art files.

Contact our team for assistance or technical support:

Allcard Prepress: _____ **prepress@allcard.ca**
Customer Service: _____ **1.866.610.3073**



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01

Art File Submission

The specifications below pertain to the creation and setup of art files for print at **Allcard Ltd.** Please refer to the information below before submitting any art files.

Dieline files for artwork preparation are available upon request.

Acceptable File Formats

Adobe Illustrator: _____ **.ai, .eps, .pdf**
Adobe Photoshop: _____ **.psd, .tiff, .pdf**
Adobe Indesign: _____ **.indd, .idml, .pdf**

Fully editable vector files with embedded pixel images preferred. Min Res: **360 ppi**.

Colour

Standard Process: _____ **CMYK**
Spot Colours: _____ **Pantone Coated "C"**
Custom Spot Colours: _____ **Mixed Upon Request**
Screenprint Colours: _____ **Metallics, Varnish, Special Effects**

For Screenprint, art must be vector solids with no gradients or raster files. Custom inks are mixed upon request.

Resolution

Art File Resolution must be a minimum of: _____ **360 dpi / ppi**

Vector or High Res Raster.

Fonts

Convert Fonts to Outlines: _____ **Text to Shapes**
Minimum Font Size (Positive): _____ **5pt**
Minimum Font Size (White/Reversed): _____ **7pt**

Font files must be supplied for any live type edits.

Template

Standard CR-80 Card Size: _____ **3.375" x 2.125"**
Standard Corner Radius: _____ **0.125" (1/8")**
Required Bleed (All Products): _____ **0.125" (1/8")**

Please refer to this booklet for all non-standard card & carrier sizes.

Tolerances

Card Dieline Inner Edge: _____ **0.125" (1/8")**
Hot Stamp Border: _____ **0.125" (1/8")**
Score, Crease, & Snap Lines: _____ **0.125" (1/8")**
Signature Panel Border: _____ **0.0625" (1/16")**
Magnetic Stripe Border: _____ **0.0625" (1/16")**

All type and non-bleeding graphics must be placed according to the distance shown to the left.

Allcard Ltd. offers design services and art setup services upon request. Contact our team by email, by phone, or through our website at **www.allcard.ca**.

E: **prepress@allcard.ca**
Customer Service Phone:
1.866.610.3073

Art Submission Methods

Via Email (under 15MB): _____email to **prepress@allcard.ca**
Via WeTransfer.com: _____email to **prepress@allcard.ca**
Via Customer FTP: _____**Please provide instructions**
Via Allcard Secure FTP: _____**ftp.allcard.ca**
↳ **Mode:** _____**non-passive**
↳ **Connection Type:** _____**SFTP**
↳ **Port:** _____**22**
↳ **Username:** _____**allart (case sensitive)**
↳ **Password:** _____**765*art**

Please CC your Sales and Customer Service Reps when submitting art files.

Submission Checklist

- Art is correct size _____ ☐
- All art has minimum bleed of 1/8" _____ ☐
- RGB image files converted to CMYK _____ ☐
- Spot swatches are named correctly _____ ☐
- Linked files are supplied or embedded _____ ☐
- Pixel images are a minimum 360 ppi at 1:1 scale _____ ☐
- Live font files are supplied or fonts are outlined _____ ☐
- No raster based text is included in the art file(s) _____ ☐
- Reference PDF art file (required) is included _____ ☐
- All non-printable elements are removable _____ ☐

Editable source files are preferred for Allcard print workflow. Reference PDF should be included.

Feel free to reach out to **prepress@allcard.ca** for any questions or concerns related to art submissions.





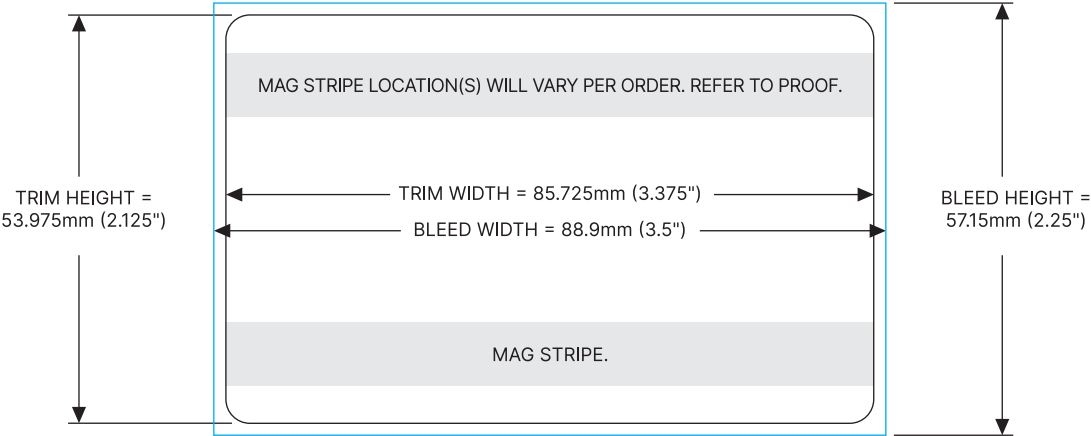
02

Card Templates



☐ Cut ☒ Bleed

1:1 Scale



Template 1: PVC CR-80

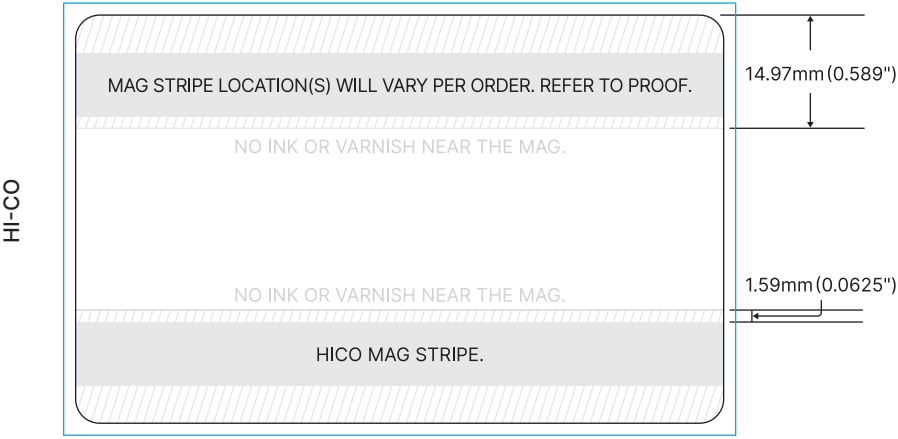
Height: 53.975mm (2.125")
Width: 85.725mm (3.375")
Corner Radius: 3.175mm (0.125")

SM (48-UP): 587mm(23.11") x 512mm(20.16")
LG (72-UP): 676mm (23") x 740mm(29")



☐ Cut ☒ Bleed

1:1 Scale



Template 1: Paper CR-80

Height: 53.975mm (2.125")

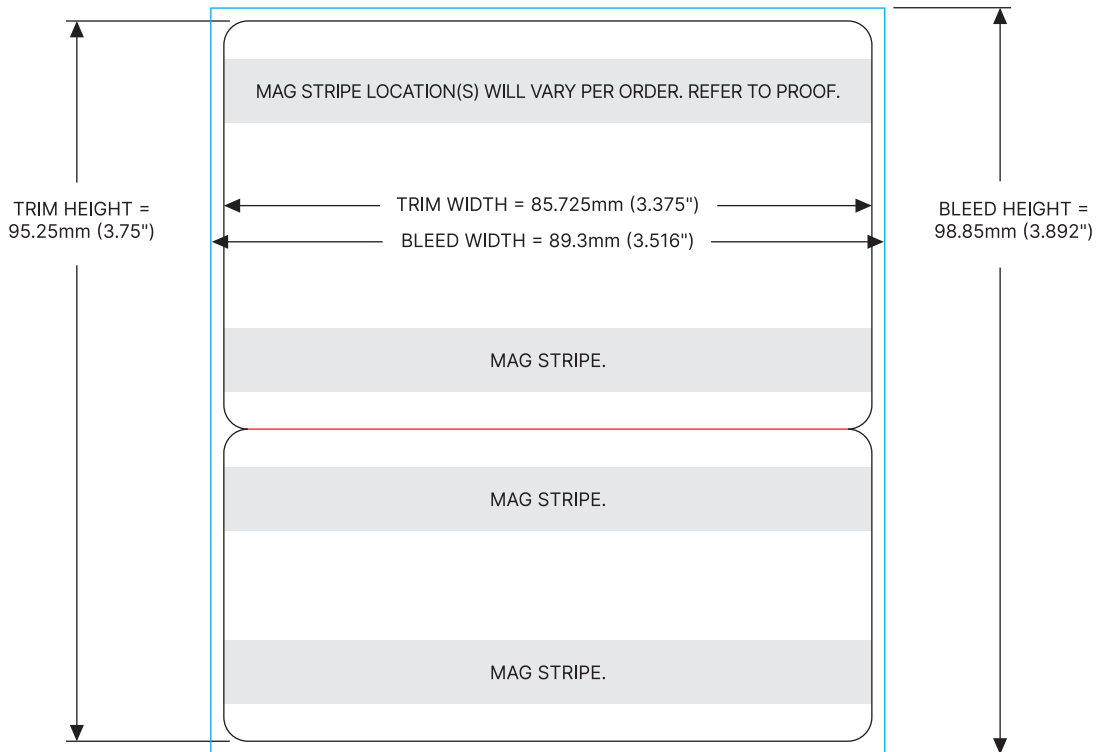
Width: 85.725mm (3.375")

Corner Radius: 3.175mm (0.125")

XL (96-UP): 1016mm(40") x 711.2mm(28")

☐ Cut ☐ Bleed ☐ Snap Crease

1:1 Scale



Template 2: PVC Short Snap

Height: 92.25mm (3.75")

Width: 85.725mm (3.375")

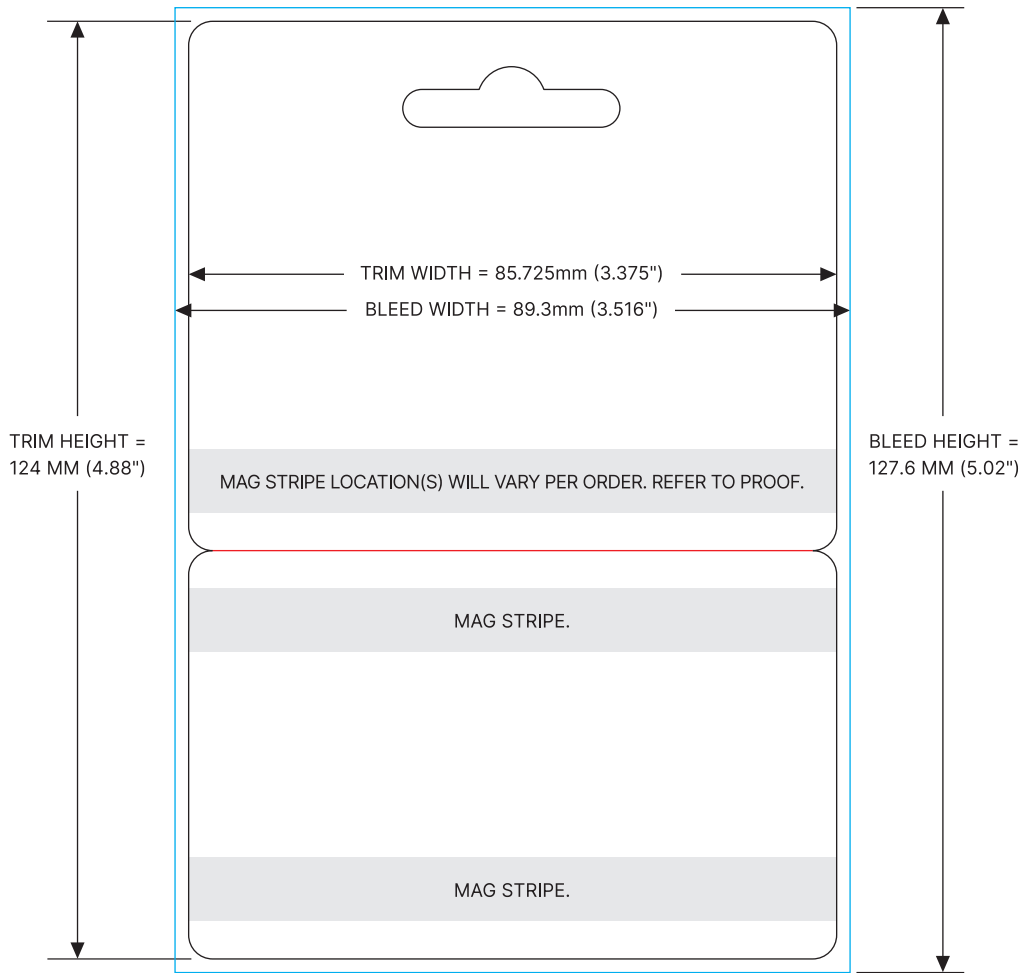
Corner Radius: 3.175mm (0.125")

SM (30-UP): 587mm(23.11") x 512mm(20.16")



☐ Cut ☐ Bleed ☐ Snap Crease

1:1 Scale



Template 3A: PVC Incomm Snap Sombrero Wide

Height: 124mm (4.88")

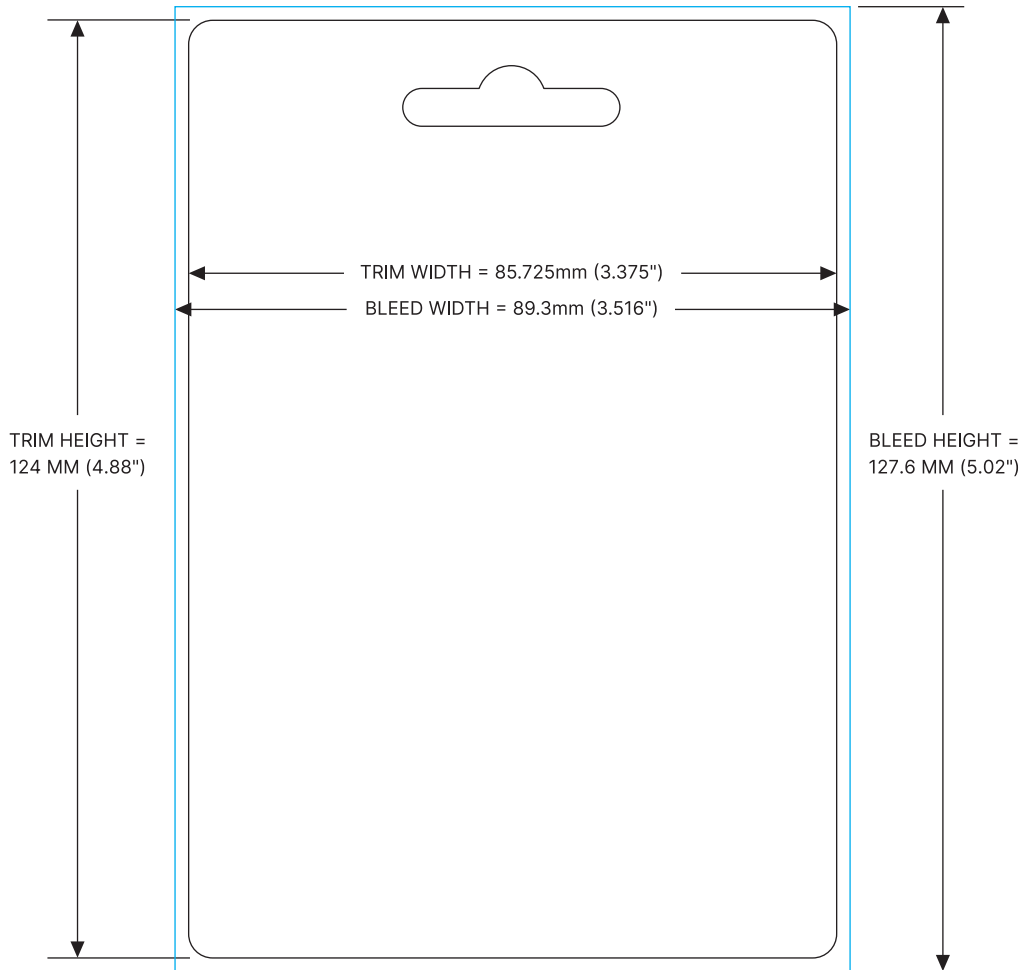
Width: 85.725mm (3.375")

Corner Radius: 3.175mm (0.125")

SM (18-UP): 587mm(23.11") x 512mm(20.16")

☐ Cut ☐ Bleed

1:1 Scale



Template 3A: Incomm Single Rack

Height: 124mm (4.88")

Width: 85.725mm (3.375")

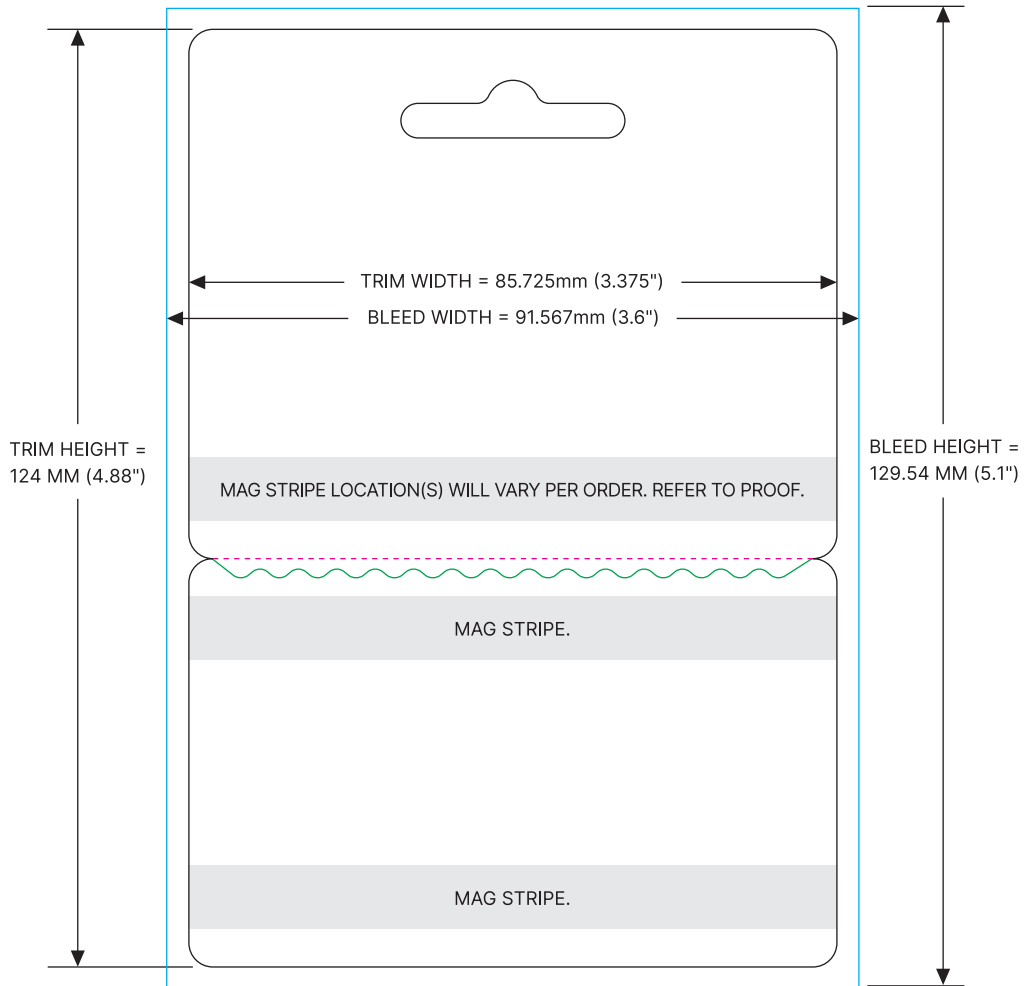
Corner Radius: 3.175mm (0.125")

SM (18-UP): 587mm(23.11") x 512mm(20.16")

XL (36-UP): 1016mm(40") x 711.2mm(28")

□ Cut □ Bleed □ Front Perforation □ Back Score

1:1 Scale



Template 3A: Paper Incomm Perf Sombrero Wide

Height: 124mm (4.88")

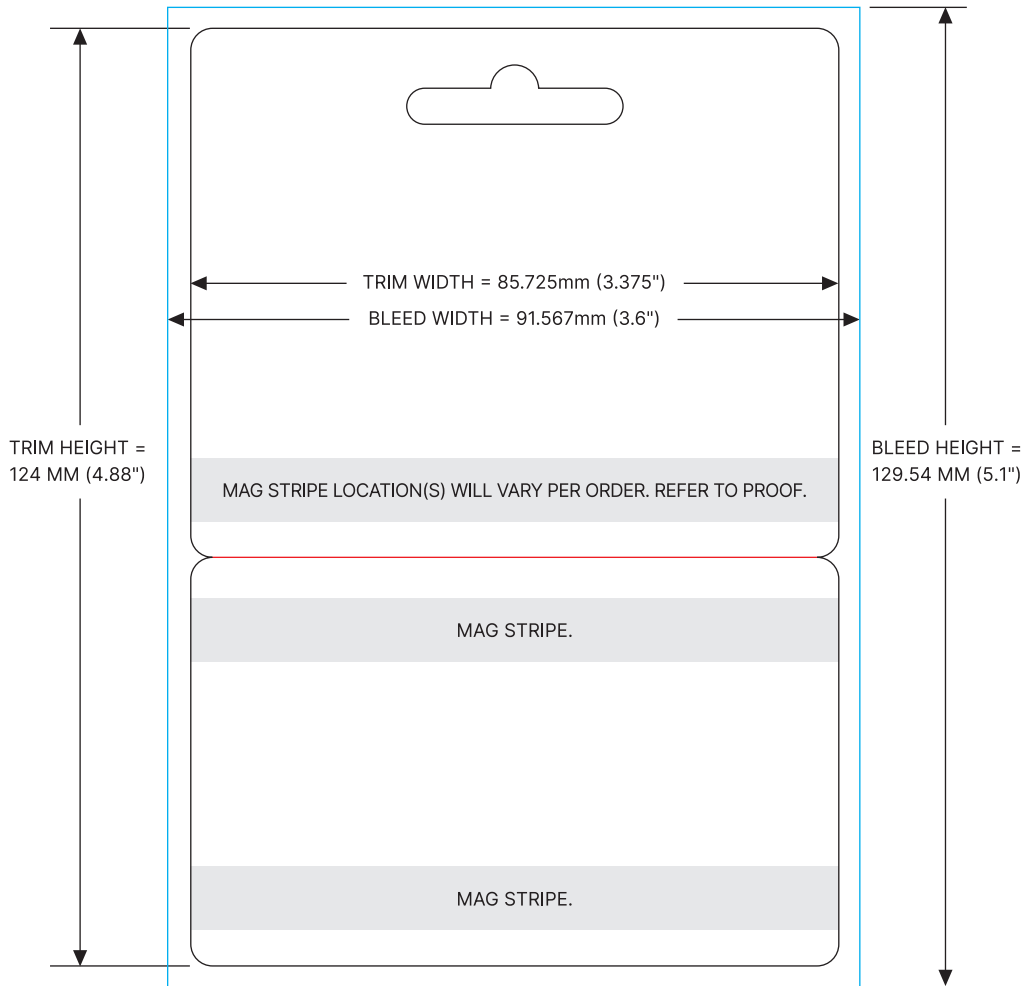
Width: 85.725mm (3.375")

Corner Radius: 3.175mm (0.125")

XL (36-UP): 1016mm(40") x 711.2mm(28")

☐ Cut ☐ Bleed ☐ Snap Crease

1:1 Scale



Template 3B: PVC Incomm Snap Sombrero Thin

Height: 124mm (4.88")

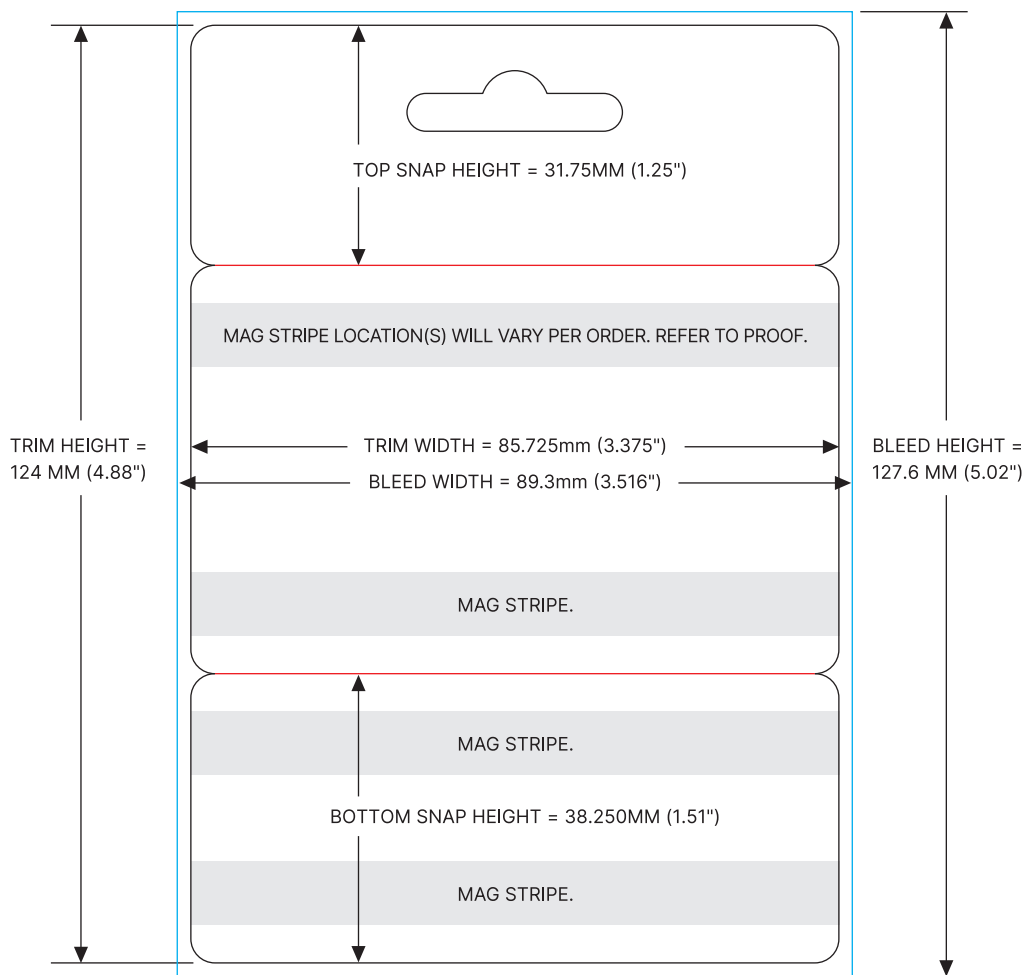
Width: 85.725mm (3.375")

Corner Radius: 3.175mm (0.125")

LG (30-UP): 676mm (23") x 740mm(29")

□ Cut □ Bleed □ Snap Crease

1:1 Scale



Template 4: PVC Incomm Double Snap

Height: 124mm (4.88")

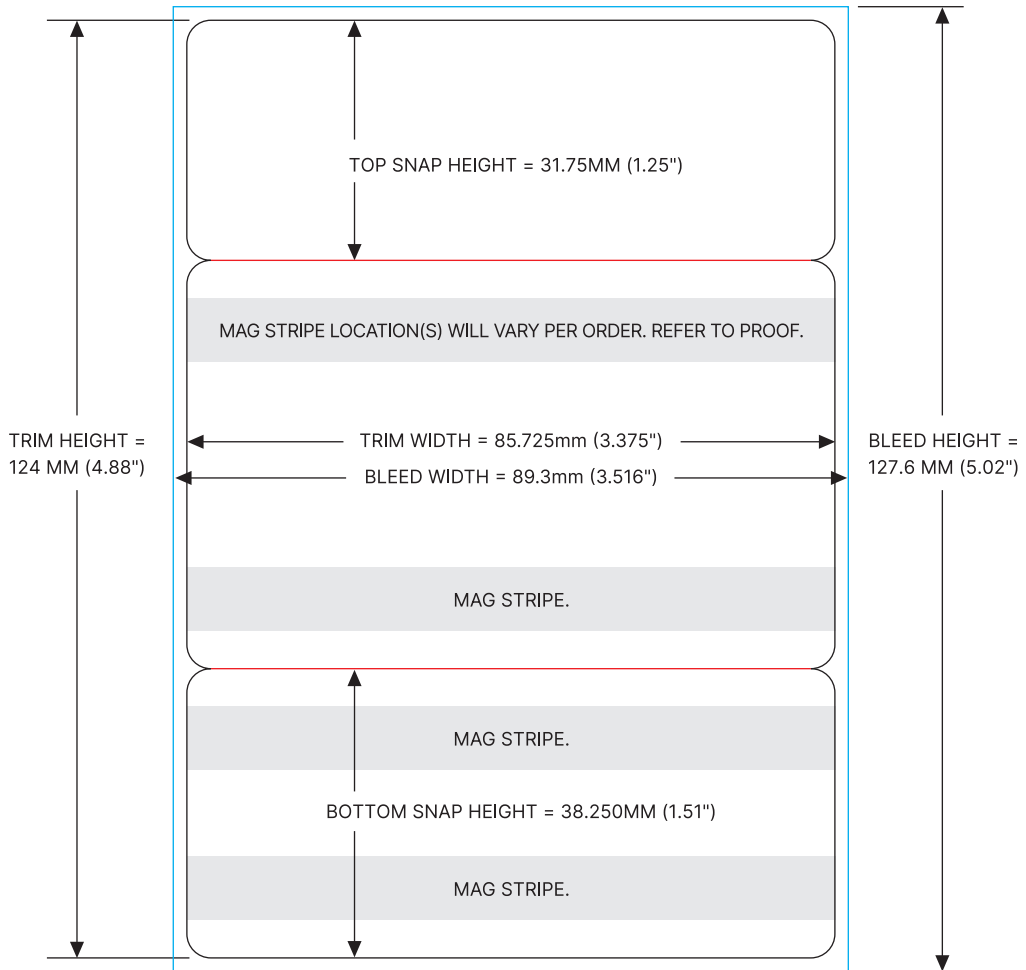
Width: 85.725mm (3.375")

Corner Radius: 3.175mm (0.125")

SM (18-UP): 587mm(23.11") x 512mm(20.16")

□ Cut □ Bleed □ Snap Crease

1:1 Scale



Template 5: PVC Incomm Double Snap No Sombrero

Height: 124mm (4.88")

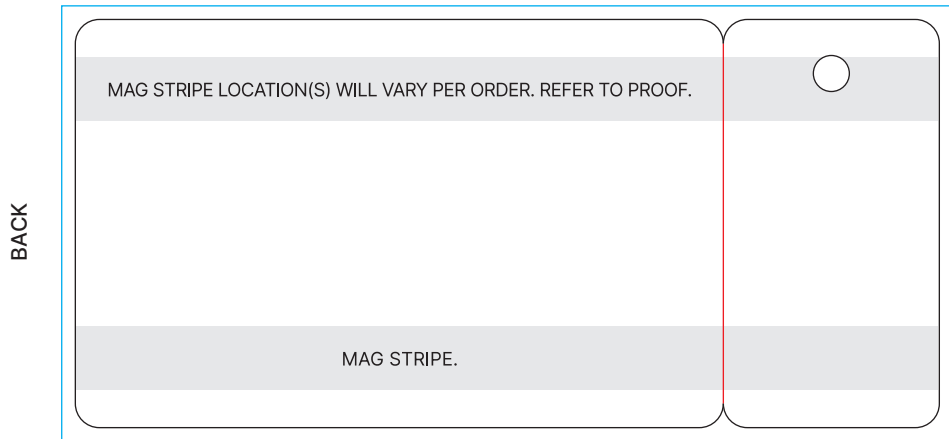
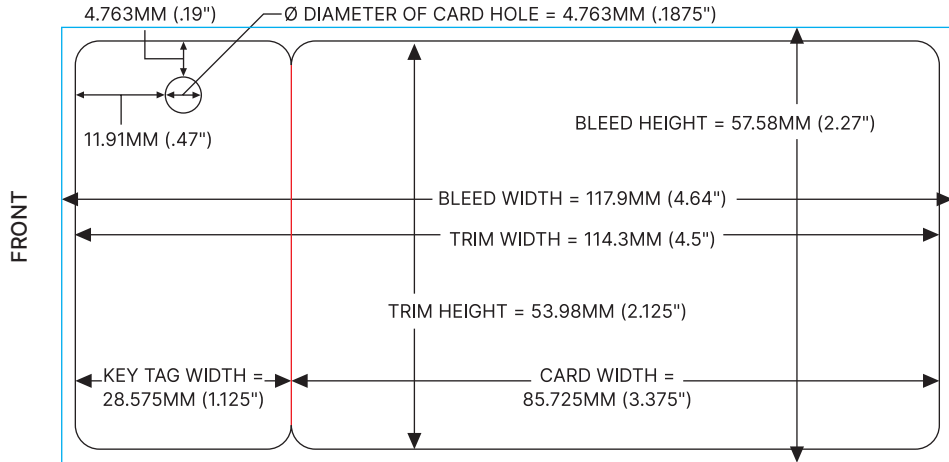
Width: 85.725mm (3.375")

Corner Radius: 3.175mm (0.125")

SM (18-UP): 587mm(23.11") x 512mm(20.16")

☐ Cut
 ☐ Bleed
 ☐ Snap Crease

1:1 Scale



Template 6A: PVC CR-80 + Single Key Tag

Height: 53.98mm (2.125")

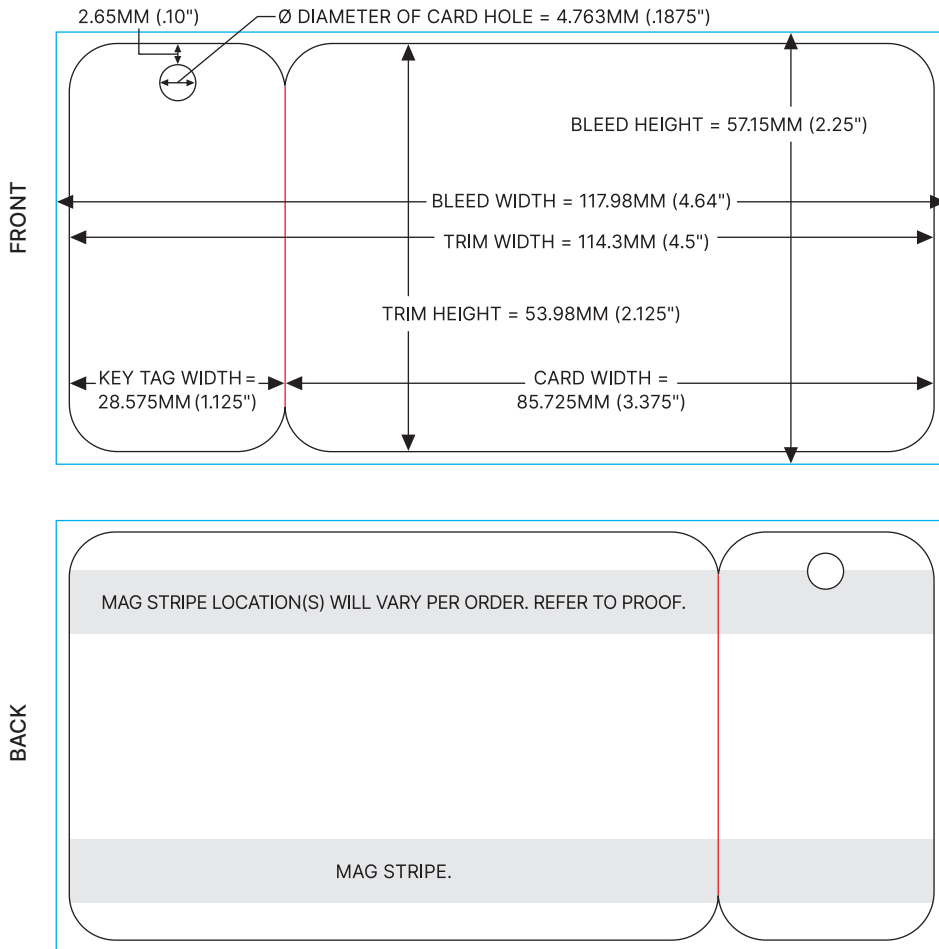
Width: 114.3mm (4.5")

Corner Radius: 3.175mm (0.125")

SM (32-UP): 587mm(23.11") x 512mm(20.16")

☐ Cut
 ☐ Bleed
 ☐ Snap Crease

1:1 Scale



Template 6B: PVC CR-80 + Single Key Tag

Height: 53.98mm (2.125")

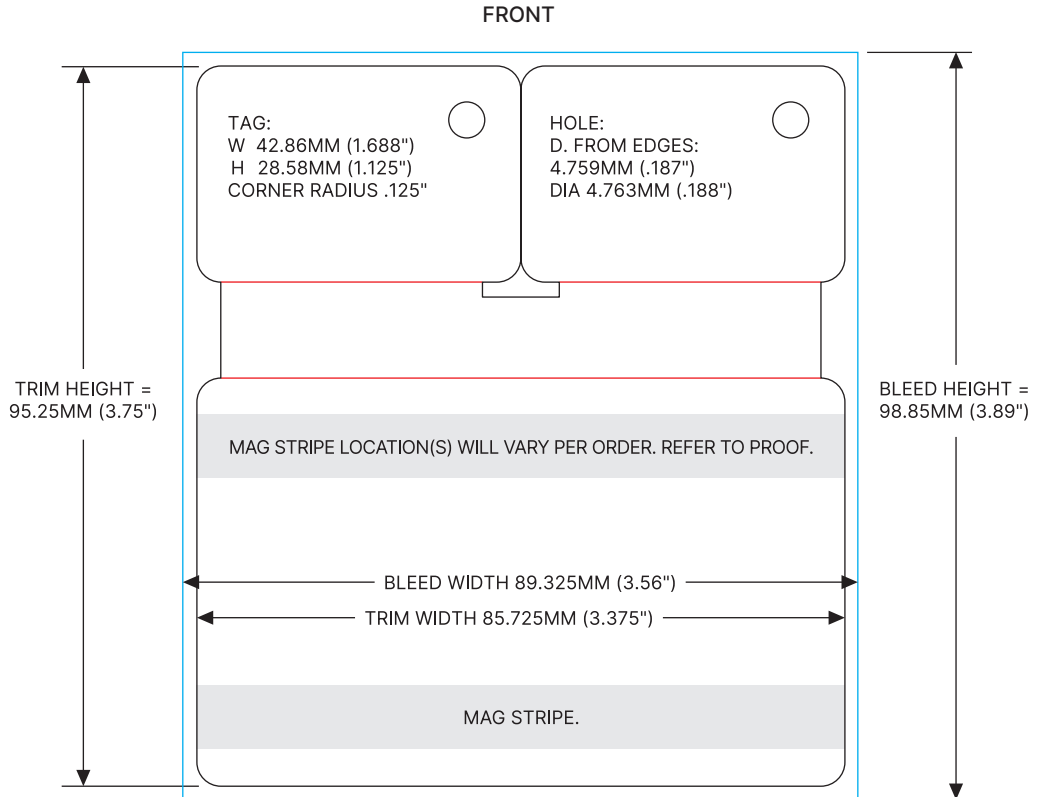
Width: 114.3mm (4.5")

Corner Radius: 6mm (0.236")

LG (48-UP): 676mm (23") x 740mm(29")

☐ Cut ☐ Bleed ☐ Snap Crease

1:1 Scale



Template 7: PVC CR-80 + Square Key Tags

Height: 92.25mm (3.75")

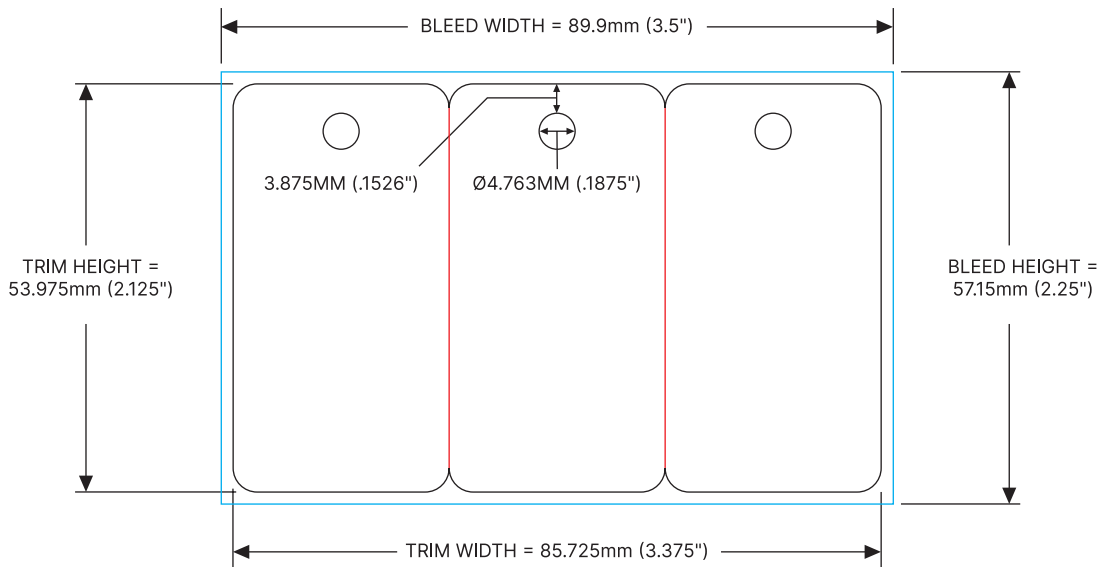
Width: 85.725mm (3.375")

Corner Radius: 3.175mm (0.125")

SM(30-UP): 587mm(23.11") x 512mm(20.16")

□ Cut □ Bleed □ Snap Crease

1:1 Scale



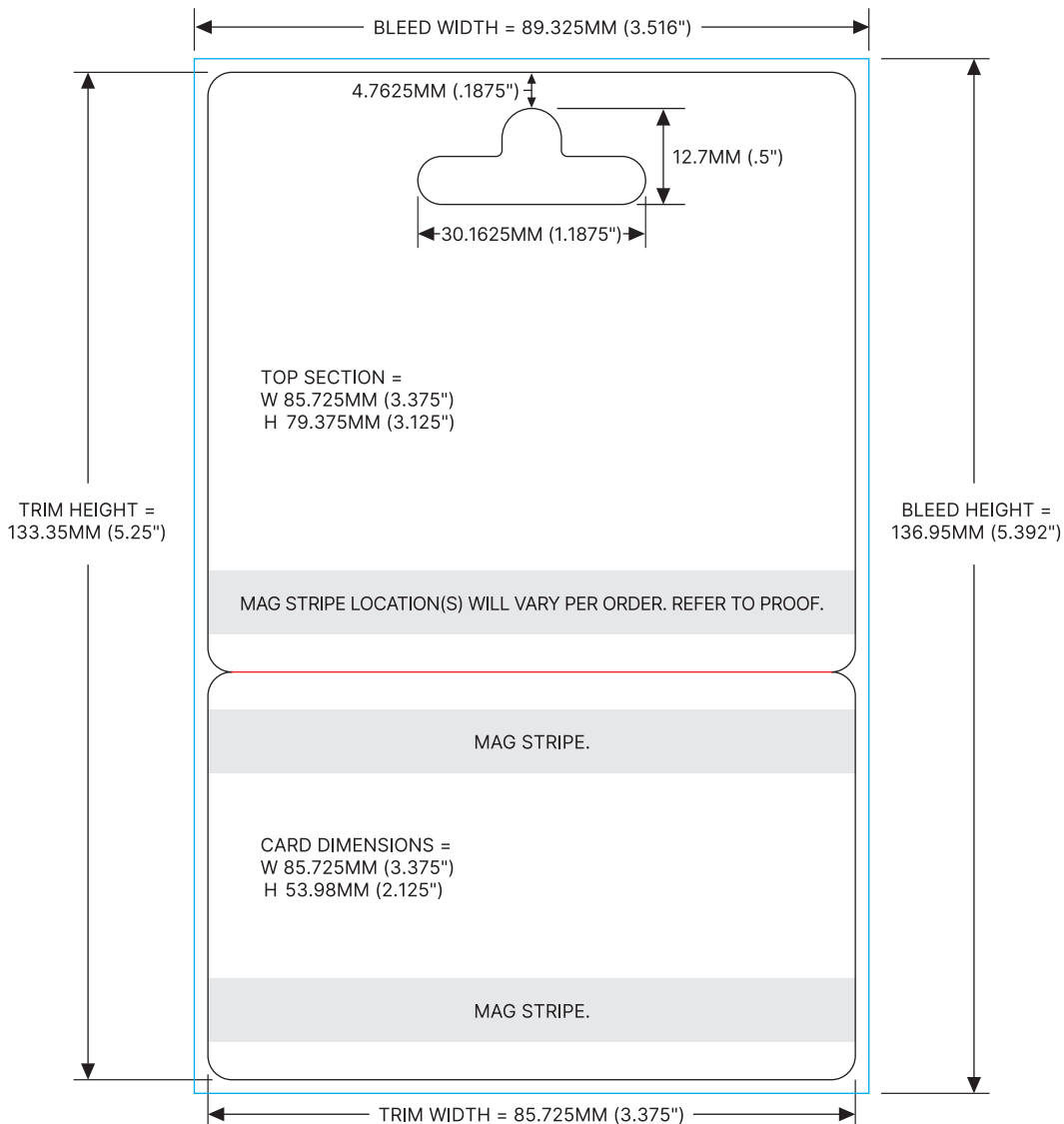
Template 8: PVC CR-80 Key Tag Triplet

Height: 53.975mm (2.125")
Width: 85.725mm (3.375")
Corner Radius: 3.175mm (0.125")

SM (48-UP): 587mm(23.11") x 512mm(20.16")
LG (72-UP): 676mm (23") x 740mm(29")

☐ Cut
 ☐ Bleed
 ☐ Snap Crease

1:1 Scale



Template 10A: PVC BHN Single Snap

Height: 133.35mm (5.25")

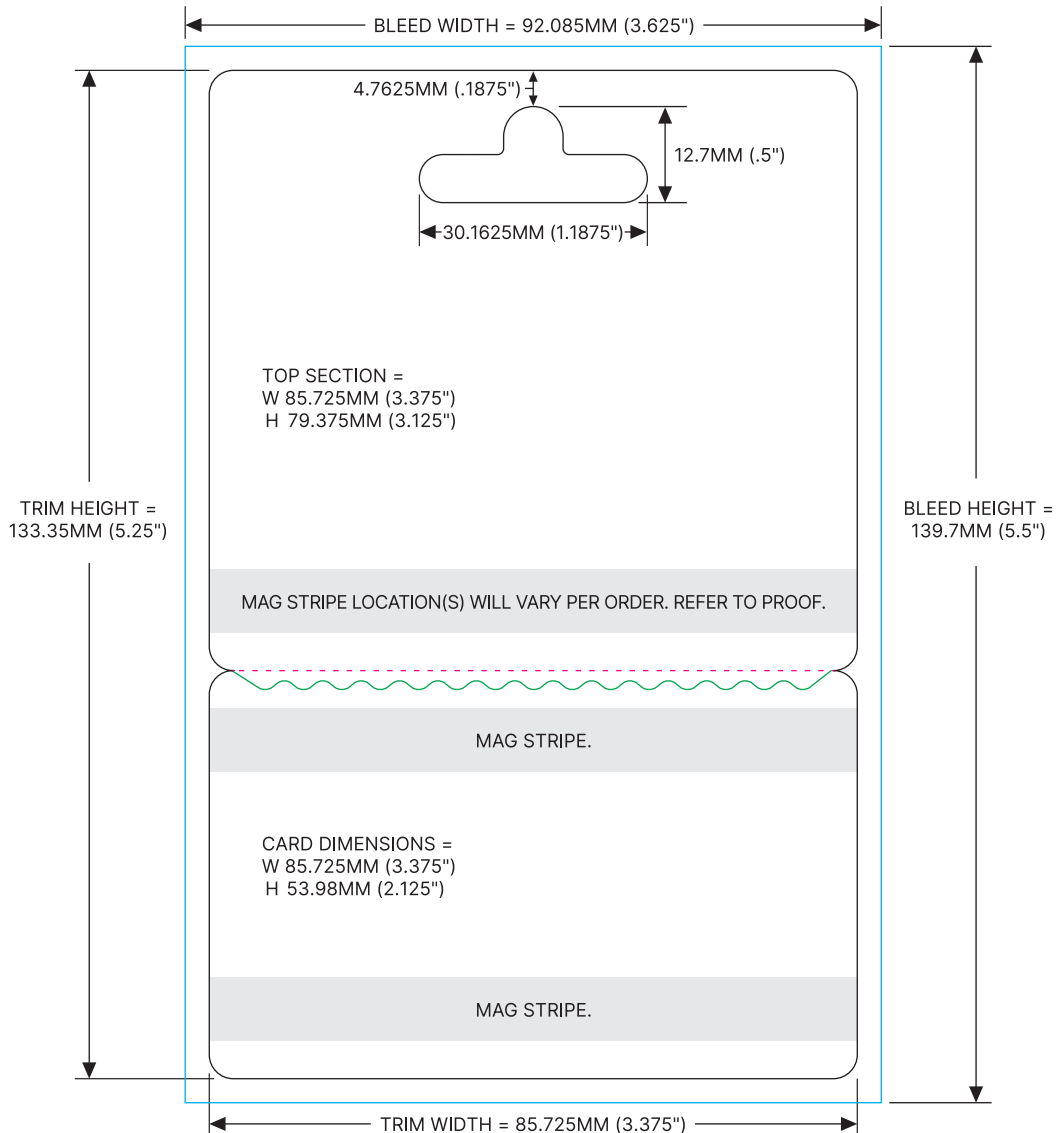
Width: 85.725mm (3.375")

Corner Radius: 3.175mm (0.125")

SM (18-UP): 587mm(23.11") x 512mm(20.16")

☐ Cut
 ☐ Bleed
 ☐ Front Perforation
 ☐ Back Score

1:1 Scale



Template 10A: Paper BHN Single Snap

Height: 133.35mm (5.25")

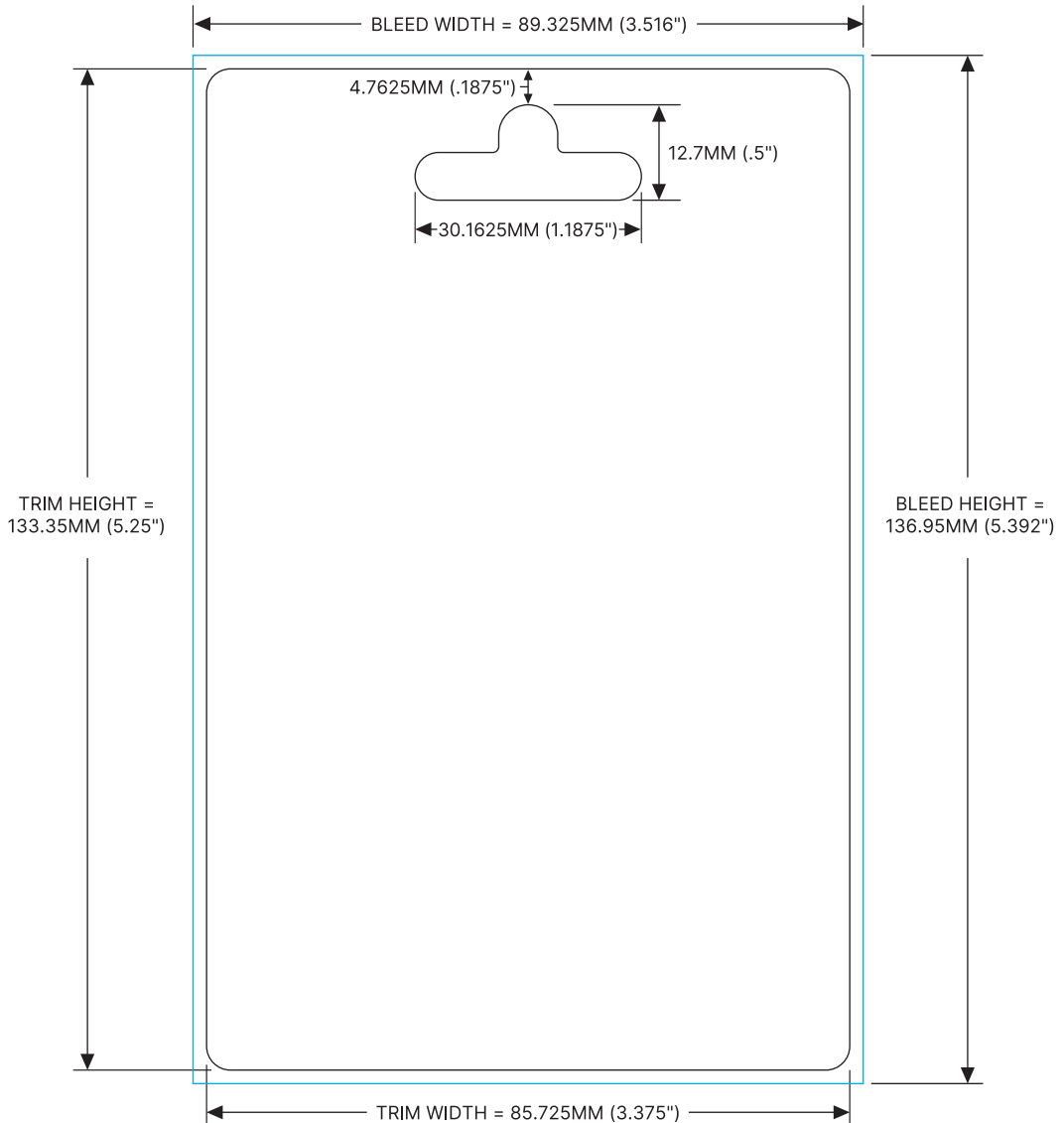
Width: 85.725mm (3.375")

Corner Radius: 3.175mm (0.125")

XL (36-UP): 1016mm(40") x 711.2mm(28")

☐ Cut ☐ Bleed

1:1 Scale



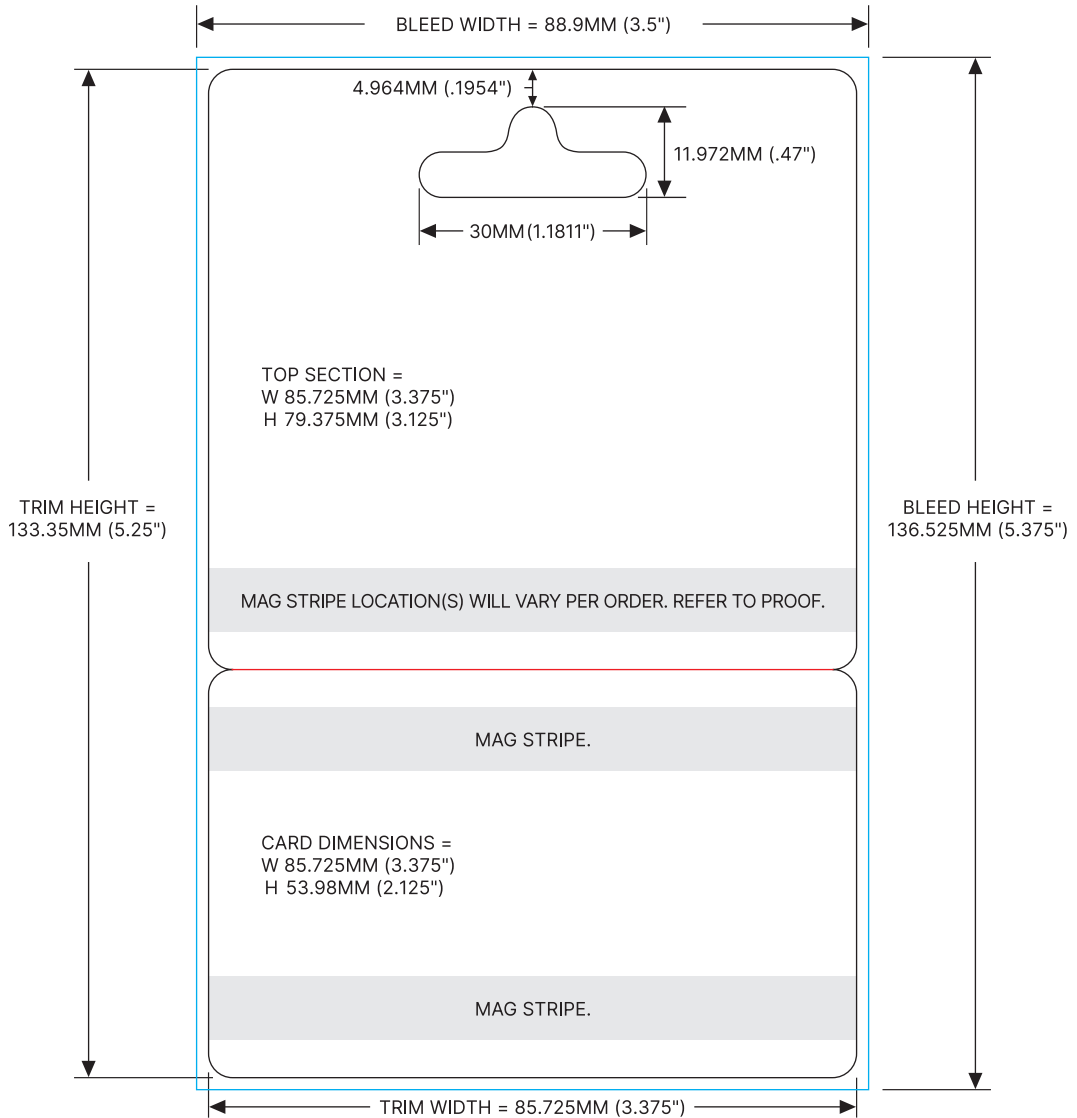
Template 10A: BHN Single Rack M6

Height: 133.35mm (5.25")
Width: 85.725mm (3.375")
Corner Radius: 3.175mm (0.125")

SM (18-UP): 587mm(23.11") x 512mm(20.16")
XL (36-UP): 1016mm(40") x 711.2mm(28")

☐ Cut
 ☐ Bleed
 ☐ Snap Crease

1:1 Scale



Template 10B: PVC BHN Single Snap

Height: 133.35mm (5.25")

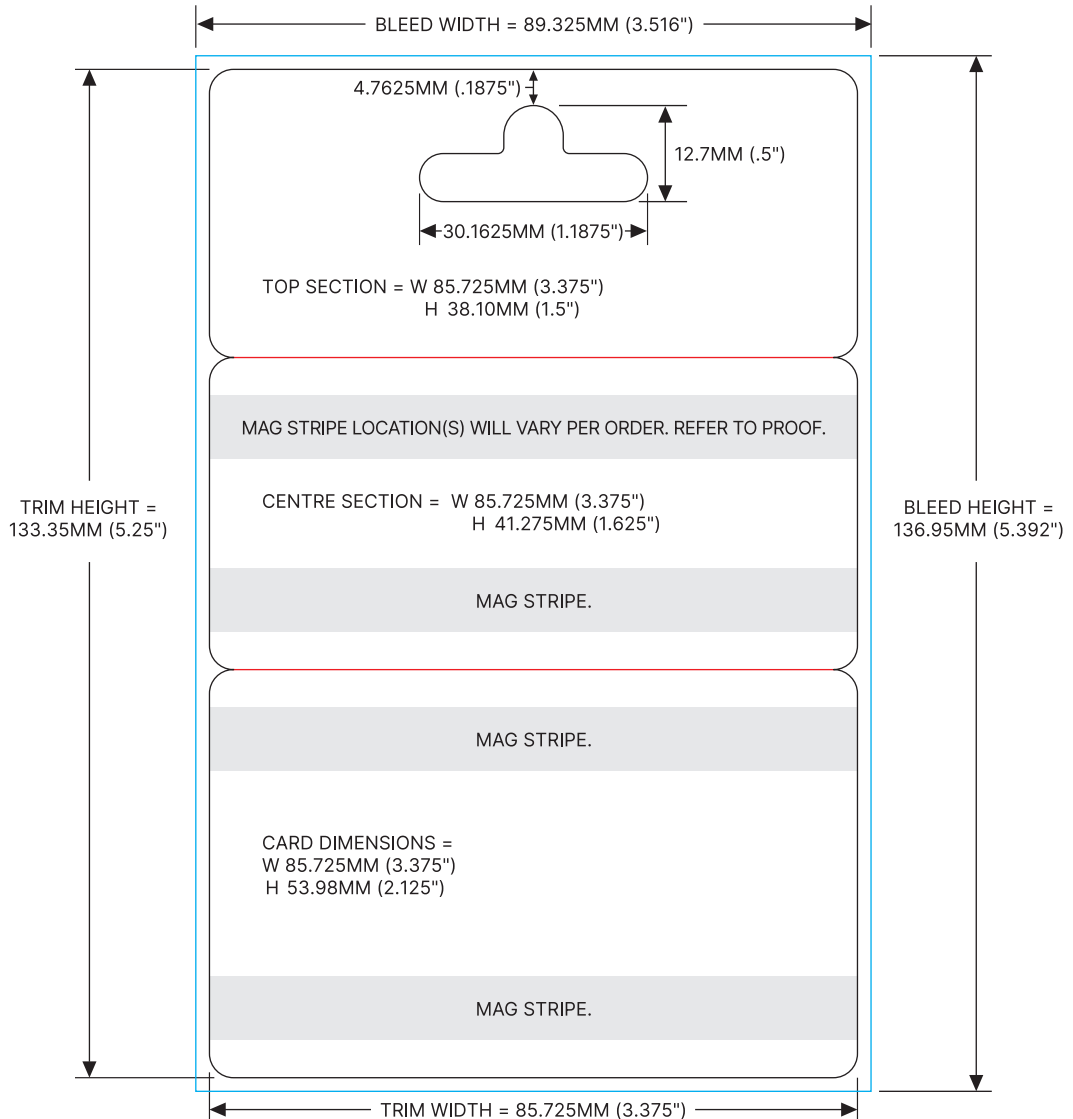
Width: 85.725mm (3.375")

Corner Radius: 3.175mm (0.125")

LG (24-UP): 676mm (23") x 740mm(29")

☐ Cut
 ☐ Bleed
 ☐ Snap Crease

1:1 Scale



Template 11: PVC BHN 3-Part Snap M6

Height: 133.35mm (5.25")

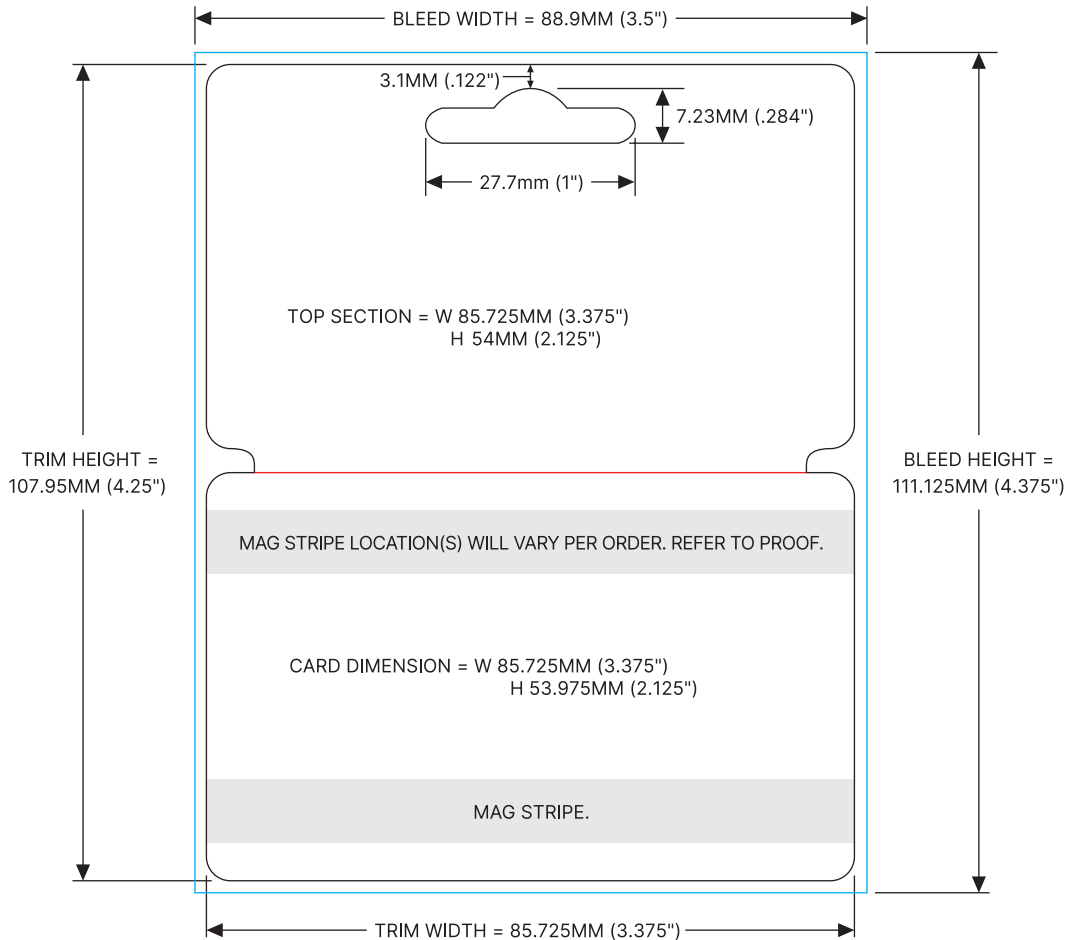
Width: 85.725mm (3.375")

Corner Radius: 3.175mm (0.125")

SM (18-UP): 587mm(23.11") x 512mm(20.16")

☐ Cut
 ☐ Bleed
 ☐ Snap Crease

1:1 Scale



Template 12: PVC Retail Snap Card + Sombrero

Height: 107.95mm (4.25")

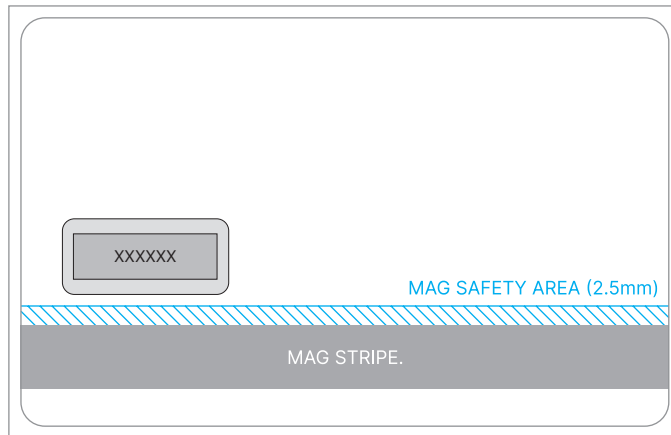
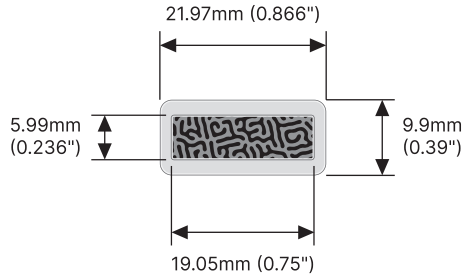
Width: 85.725mm (3.375")

Corner Radius: 3.175mm (0.125")

LG (36-UP): 676mm (23") x 740mm(29")

03

Scratch-Off Panels

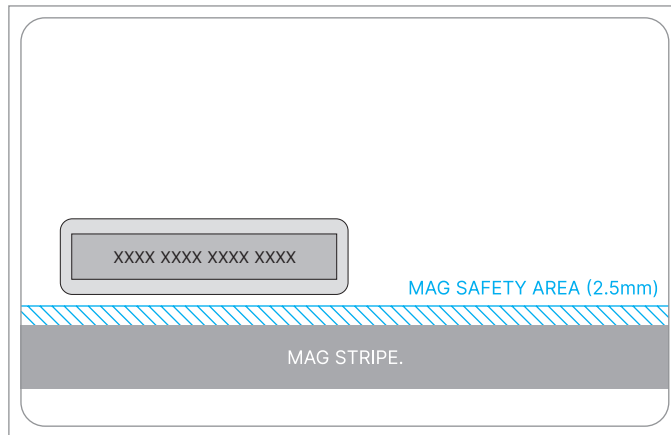
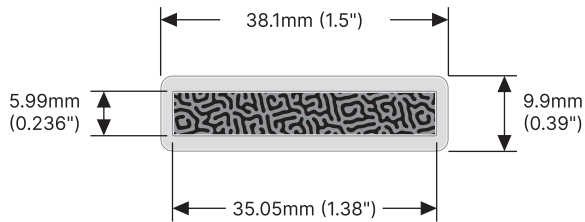


Scratch-Off Panel : Small 194W

Scratch Area H: 5.99mm (0.236")
Scratch Area W: 19.05mm (0.75")

Clear Adhesive H: 9.9mm (0.39")
Clear Adhesive W: 21.97mm (0.866")

1:1 Scale

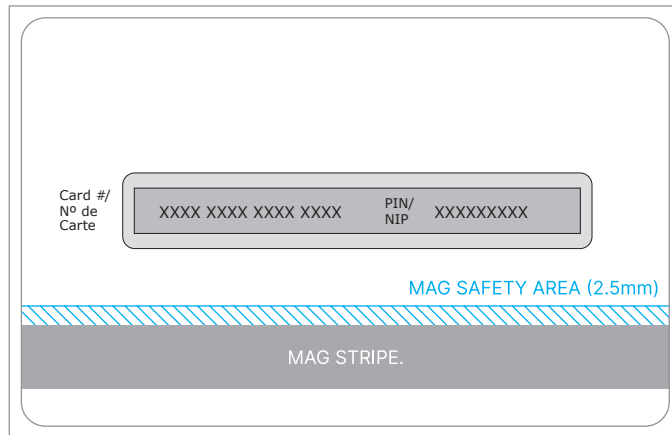
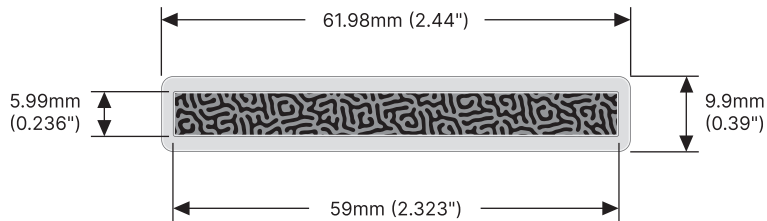


Scratch-Off Panel : Large 108Z

Scratch Area H: 5.99mm (0.236")
Scratch Area W: 35.05mm (1.38")

Clear Adhesive H: 9.9mm (0.39")
Clear Adhesive W: 38.1mm (1.5")

1:1 Scale

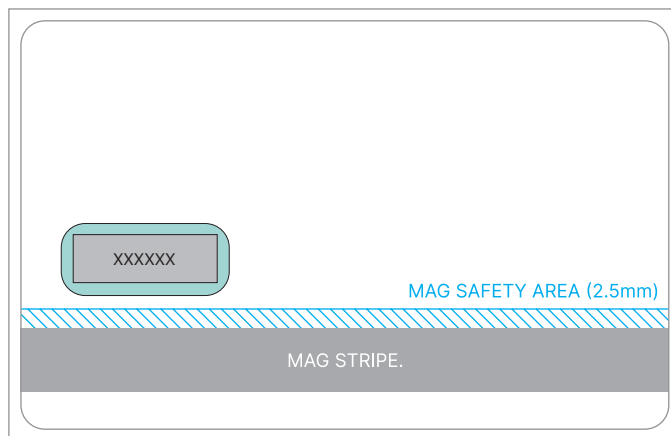
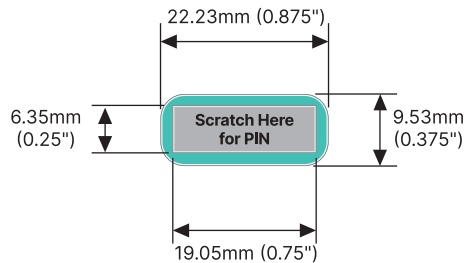


Scratch-Off Panel : X-Large 200A

Scratch Area H: 5.99mm (0.236")
Scratch Area W: 59mm (2.323")

Clear Adhesive H: 9.9mm (0.39")
Clear Adhesive W: 61.98mm (2.44")

1:1 Scale

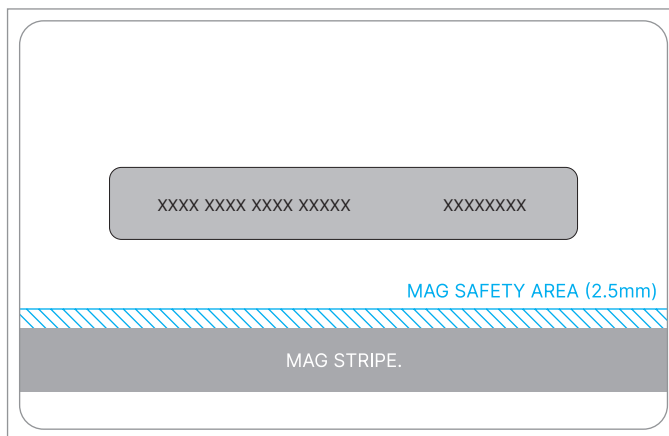
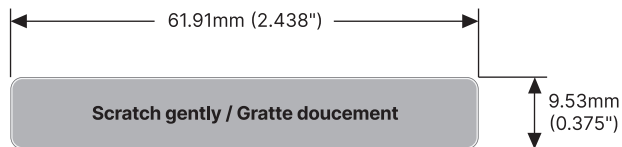


Scratch-Off Panel : Chameleon

Scratch Area H: 6.35mm (0.25")
Scratch Area W: 19.05mm (0.75")

Clear Adhesive H: 9.53mm (0.375")
Clear Adhesive W: 22.23mm (0.875")

1:1 Scale



Scratch-Off Panel : Scratch Gently

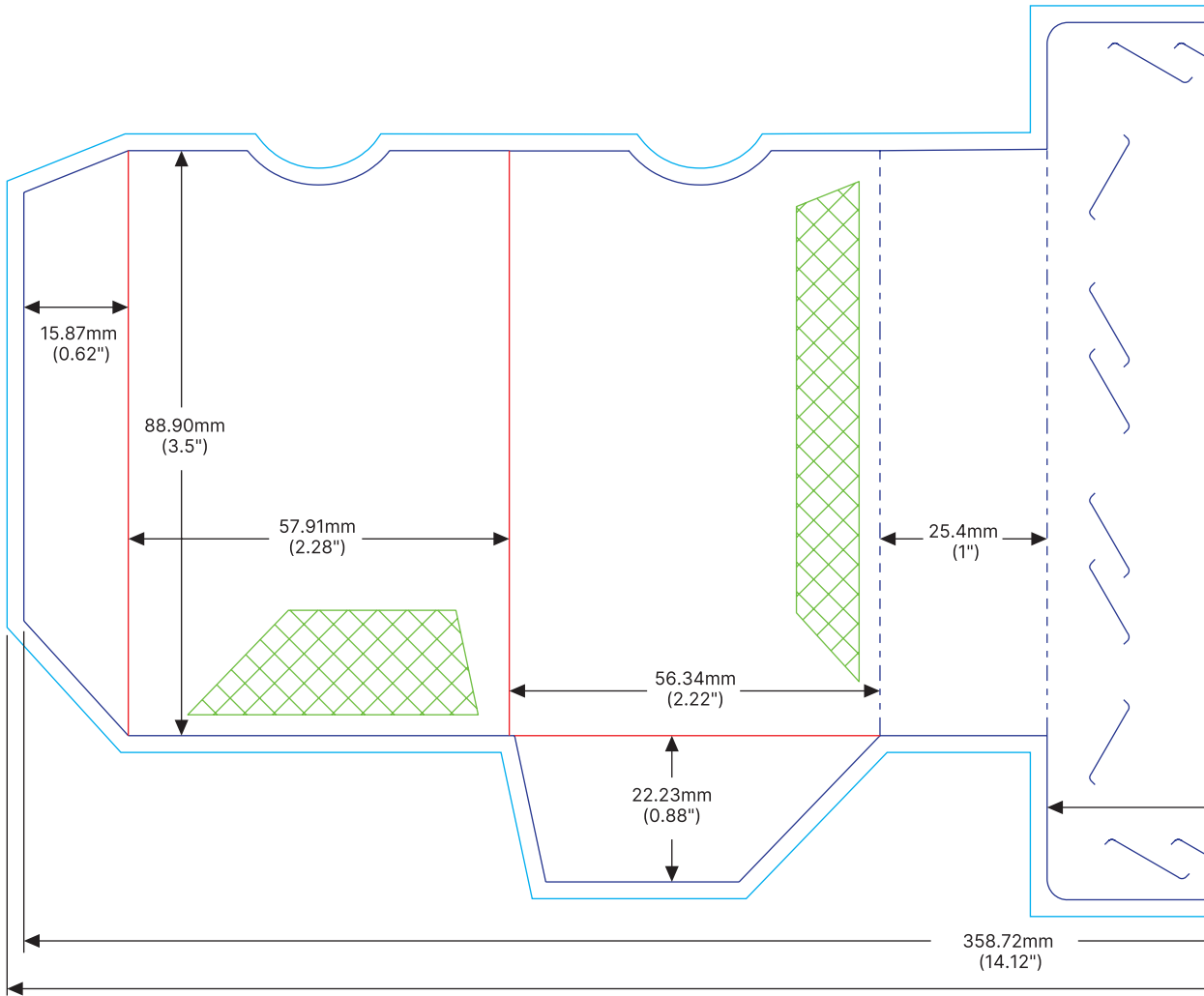
Scratch Area H: 9.53mm (0.375")
Scratch Area W: 61.91mm (2.438")

1:1 Scale

04

Carrier Templates

□ Cut
 □ Bleed
 □ Crease
 ▤ Glue Area



Retail Secure Wrap: With CR-80 Sleeve

MK_000026_001

1UP Height: 139.73mm (5.5")
1UP Width: 365.07mm (14.37")

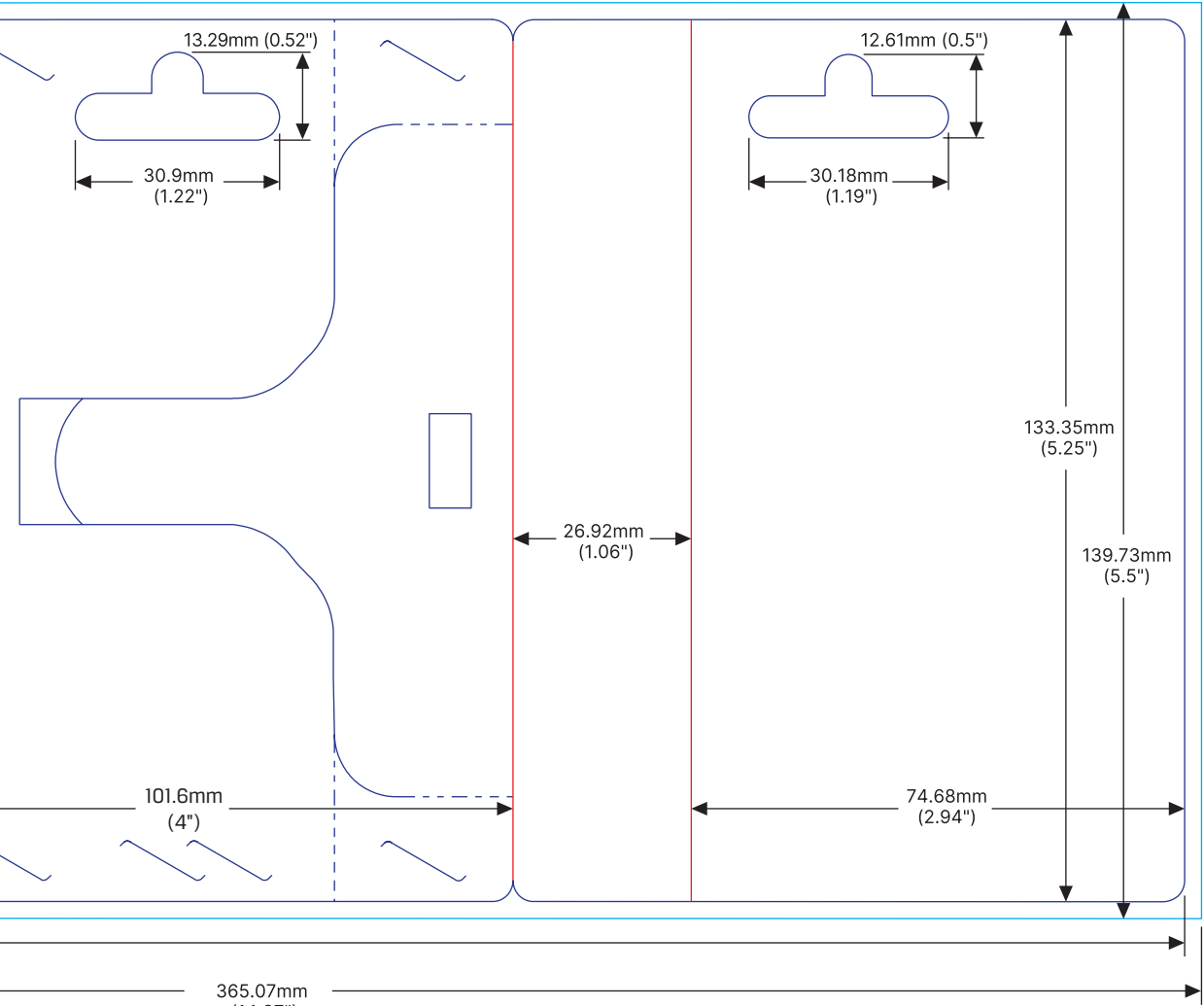
Finished Height: 133.35mm (5.25")
Finished Width: 101.6mm (4")

Outside View
 0° Rotation

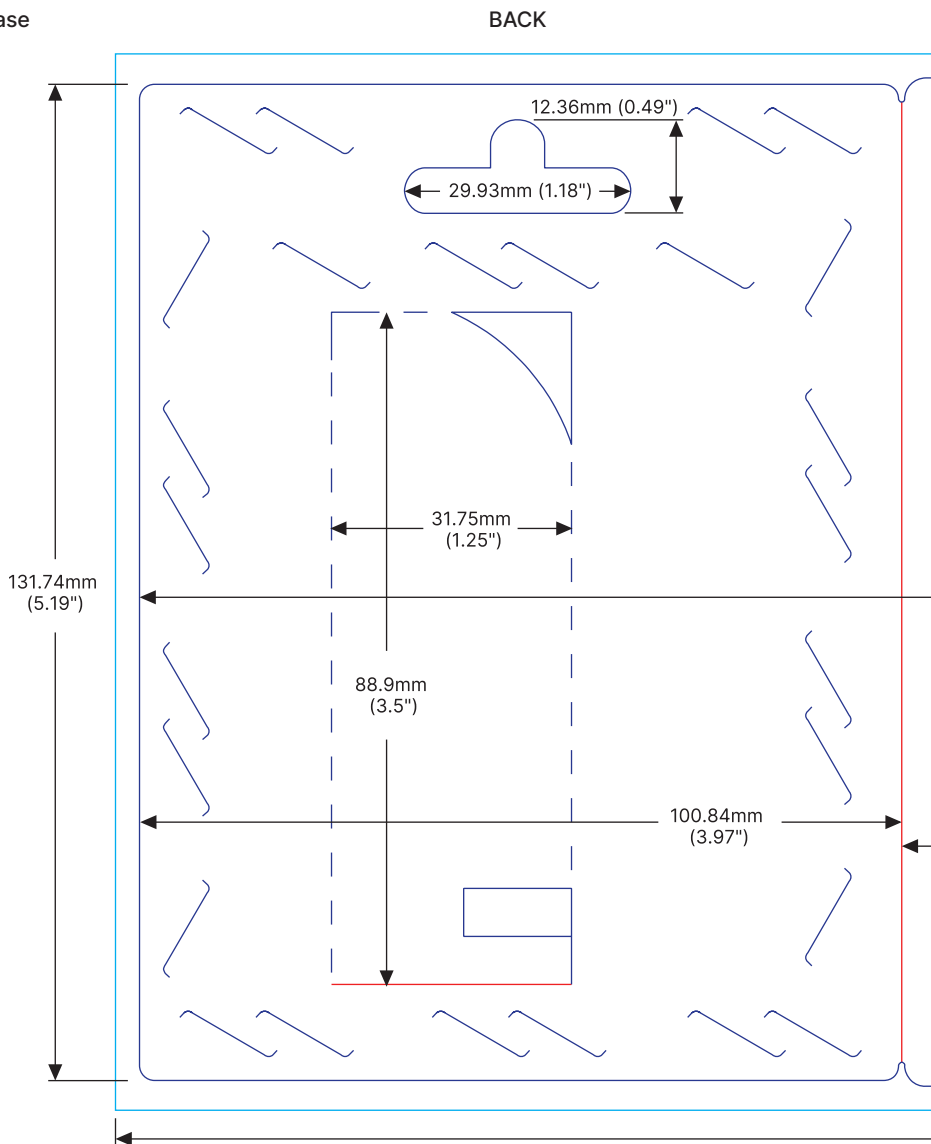
BACK

FRONT

*90% Scale



□ Cut
 □ Bleed
 □ Crease



Secure Wrap: Wide Tab

MK_000118_001

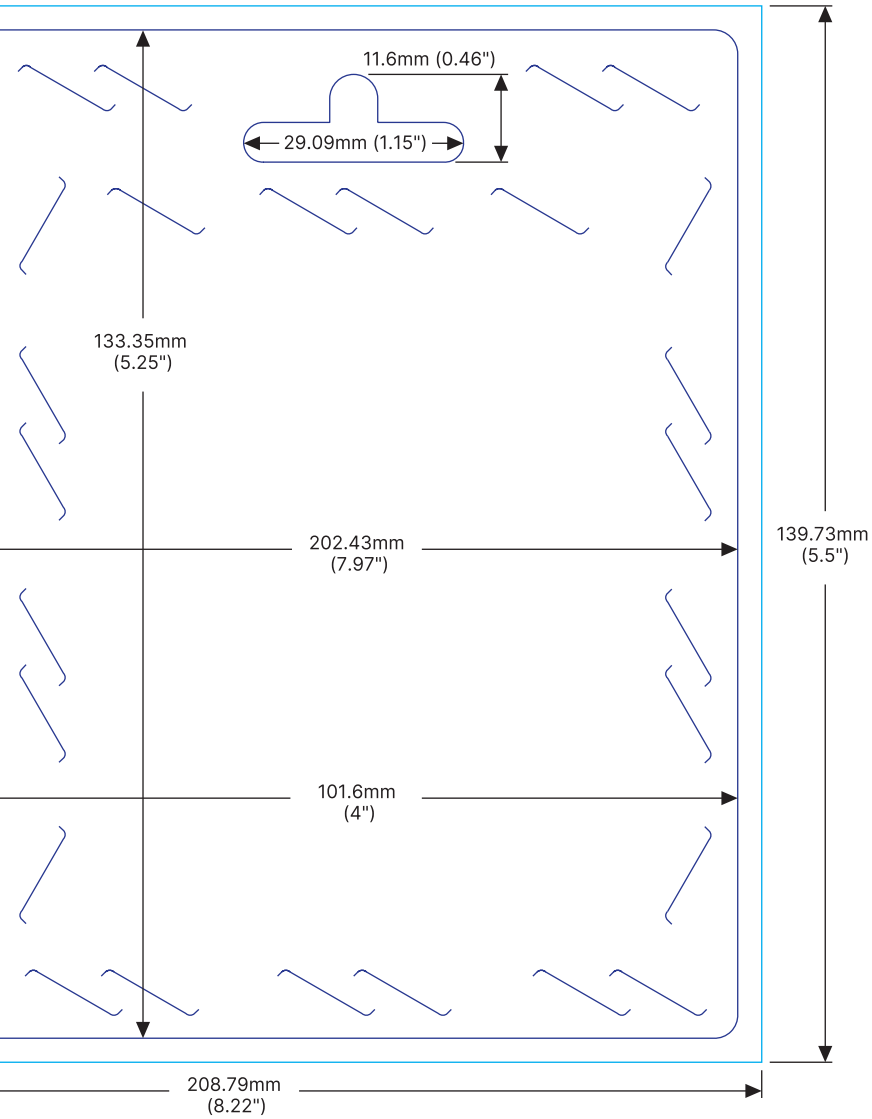
1UP Height: 139.73mm (5.5")
1UP Width: 208.79mm (8.22")

Finished Height: 133.35mm (5.25")
Finished Width: 101.6mm (4")

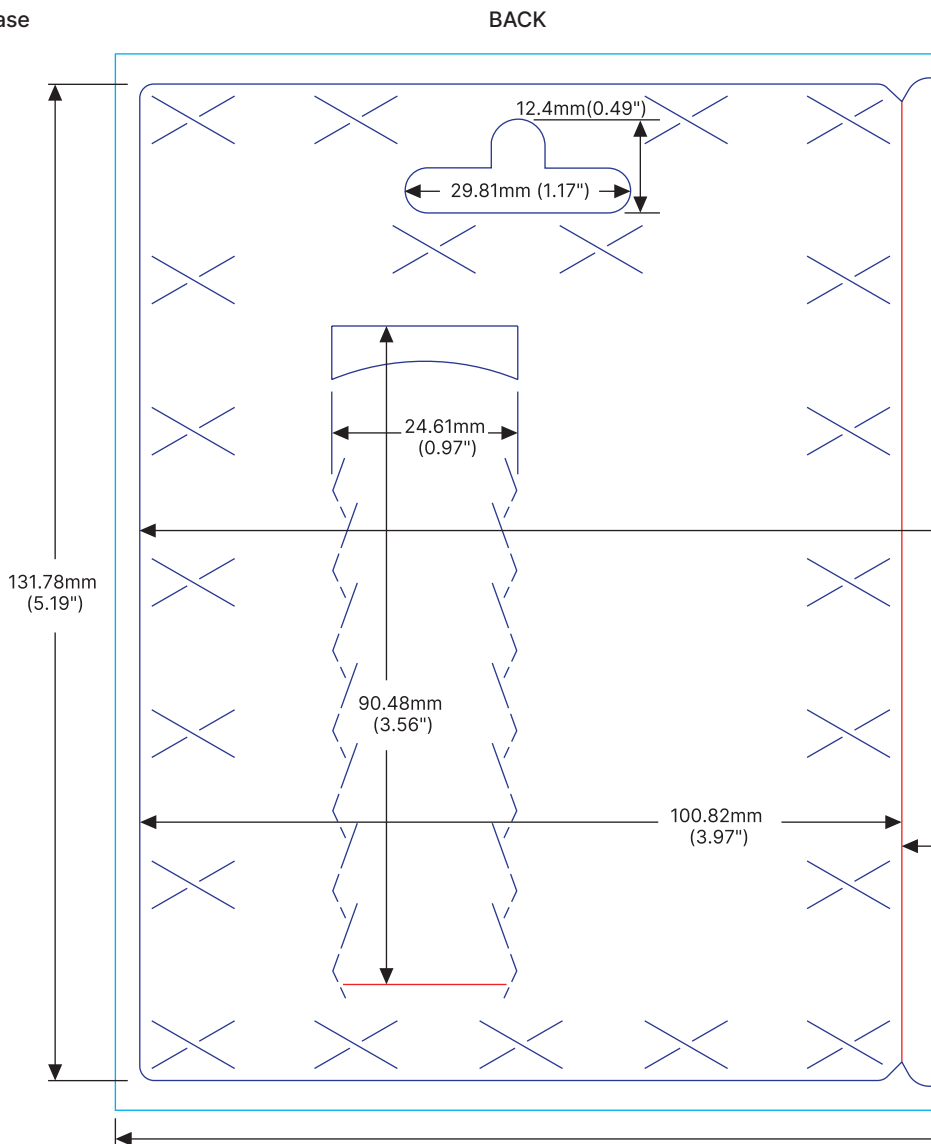
Outside View
 0° Rotation

FRONT

1:1 Scale



□ Cut
 □ Bleed
 □ Crease



Secure Wrap: Narrow Tab BHN CAN

MK_000286_001_CAN

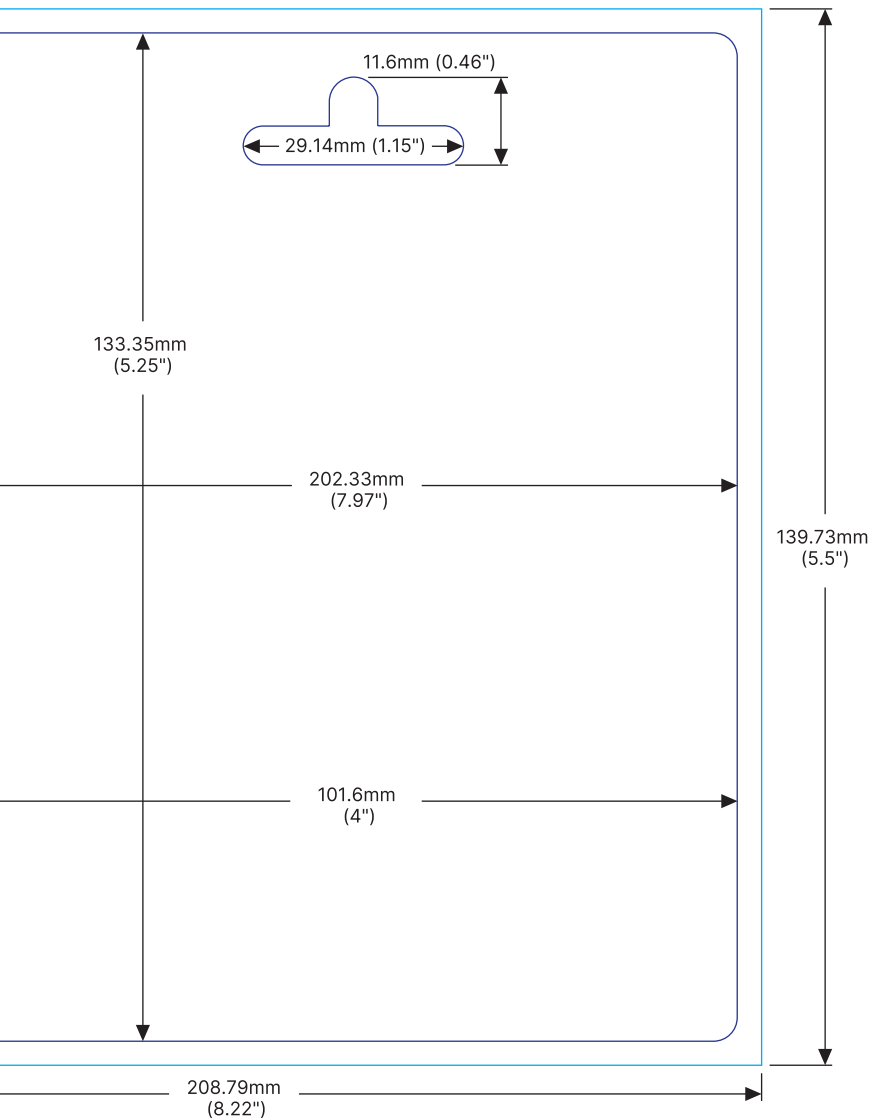
1UP Height: 139.73mm (5.5")
1UP Width: 208.79mm (8.22")

Finished Height: 133.35mm (5.25")
Finished Width: 101.6mm (4")

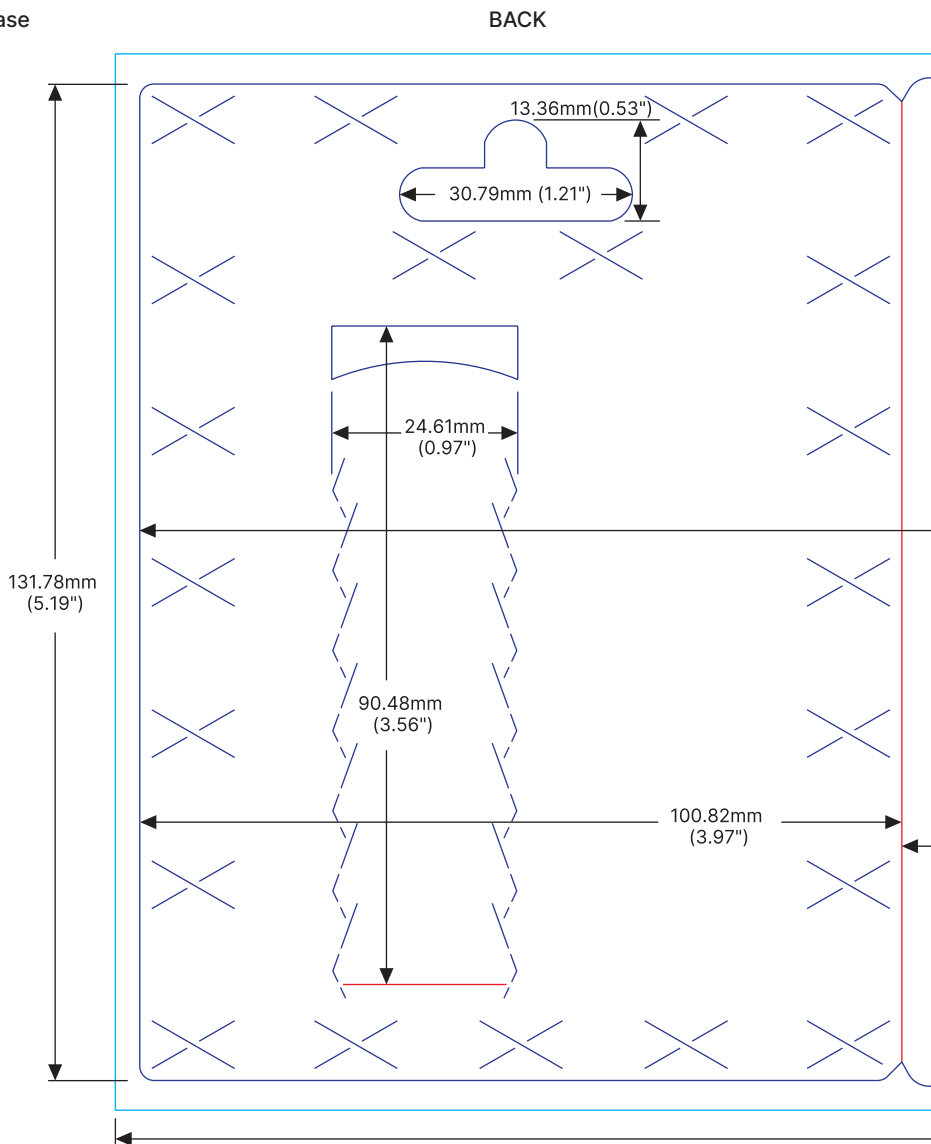
Outside View
 0° Rotation

FRONT

1:1 Scale



□ Cut
 □ Bleed
 □ Crease



Secure Wrap: Narrow Tab BHN US

MK_000286_001_US

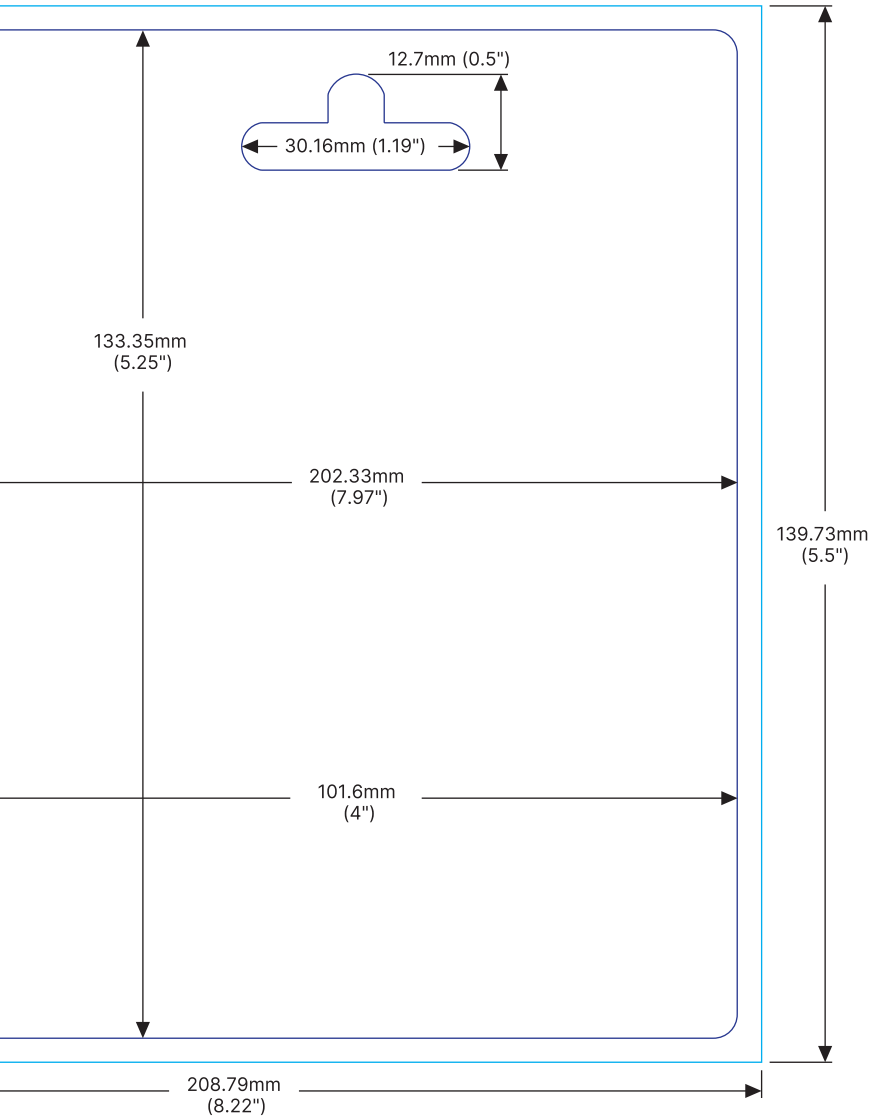
1UP Height: 139.73mm (5.5")
1UP Width: 208.79mm (8.22")

Finished Height: 133.35mm (5.25")
Finished Width: 101.6mm (4")

Outside View
 0° Rotation

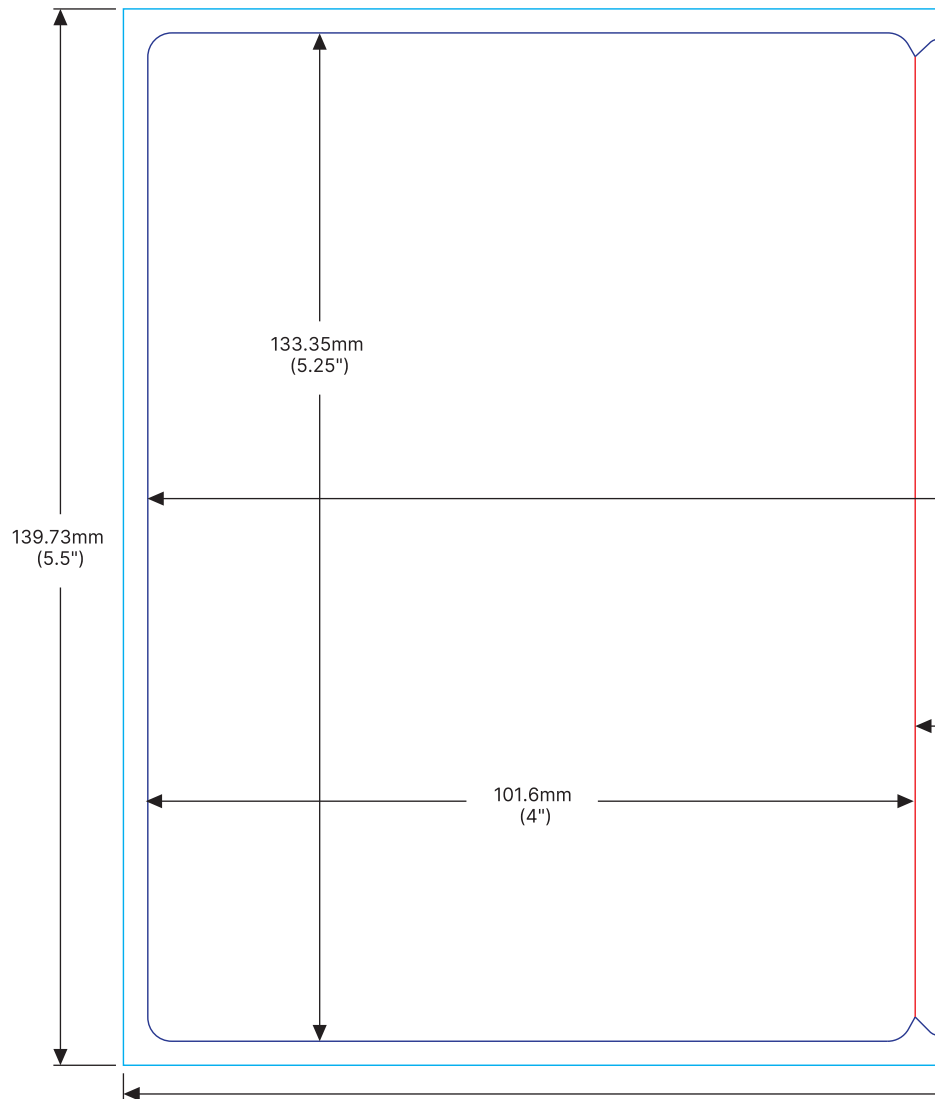
FRONT

1:1 Scale



□ Cut
□ Bleed
□ Crease
□ Partial Cut

BACK



Secure Wrap: *Inside BHN CAN & US

MK_000286_001

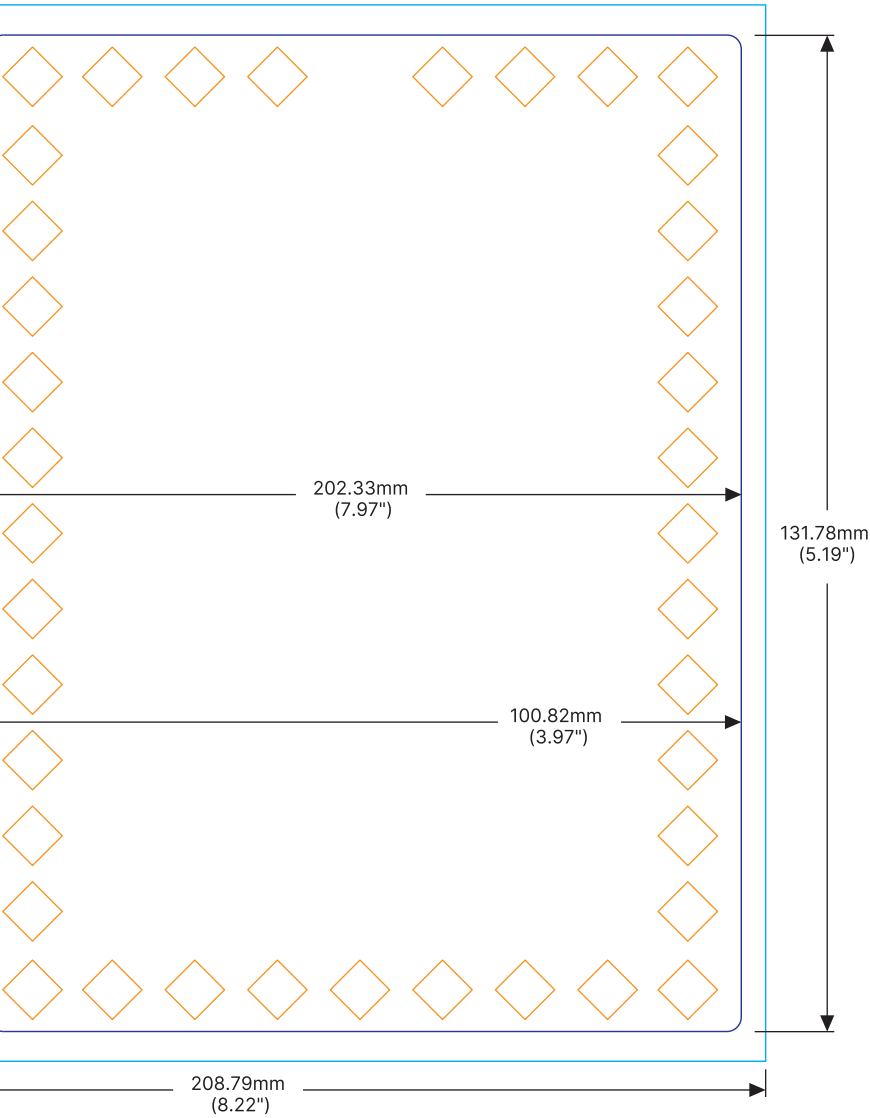
1UP Height: 139.73mm (5.5")
1UP Width: 208.79mm (8.22")

Finished Height: 133.35mm (5.25")
Finished Width: 101.6mm (4")

Inside View
0° Rotation

FRONT

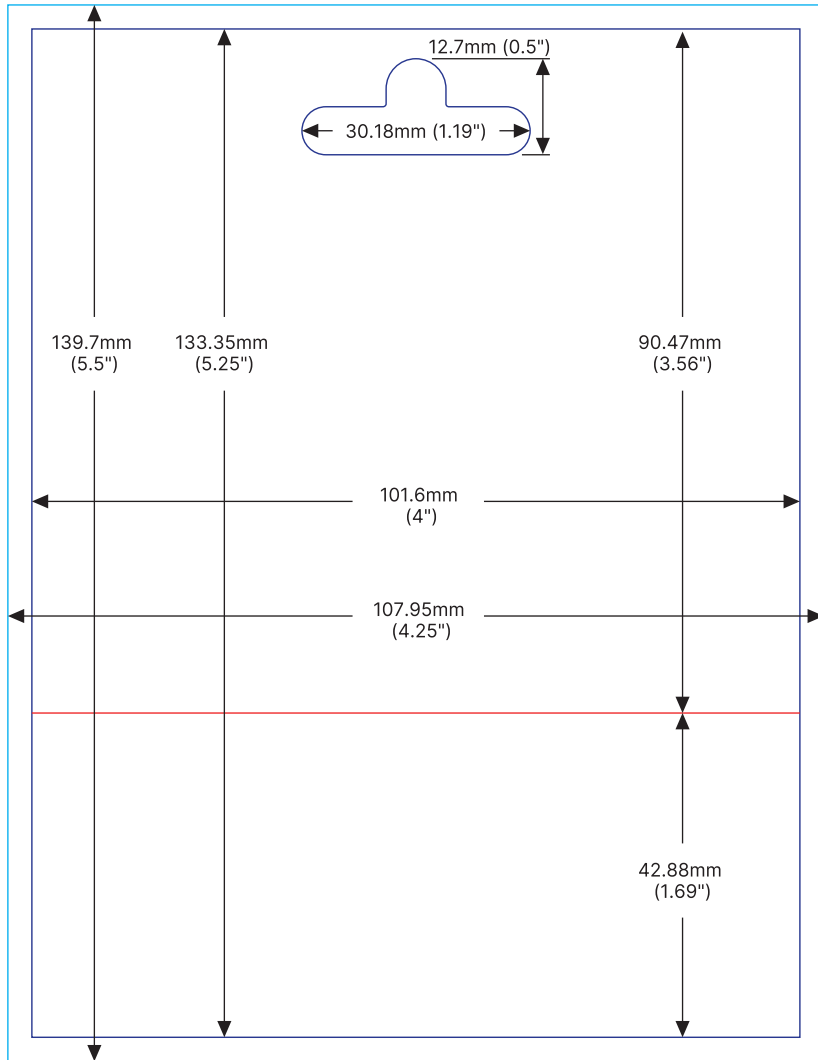
1:1 Scale



□ Cut □ Bleed □ Crease

FRONT

1:1 Scale



Standard Carrier: No Window

MK_000083_001

1UP Height: 139.73mm (5.5")

1UP Width: 107.95mm (4.25")

Finished Height: 133.35mm (5.25")

Finished Width: 101.6mm (4")

Outside View

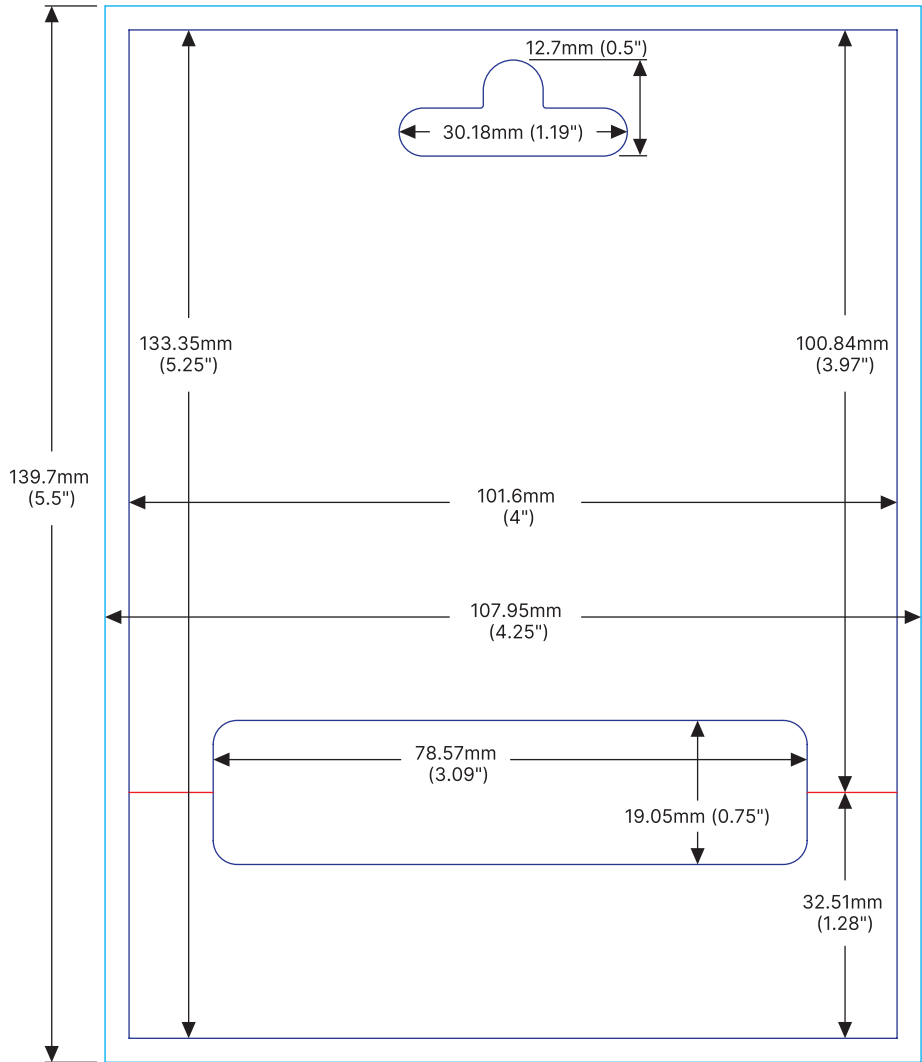
0° Rotation



 Cut  Bleed  Crease

FRONT

1:1 Scale



Standard Carrier: BHN With Window

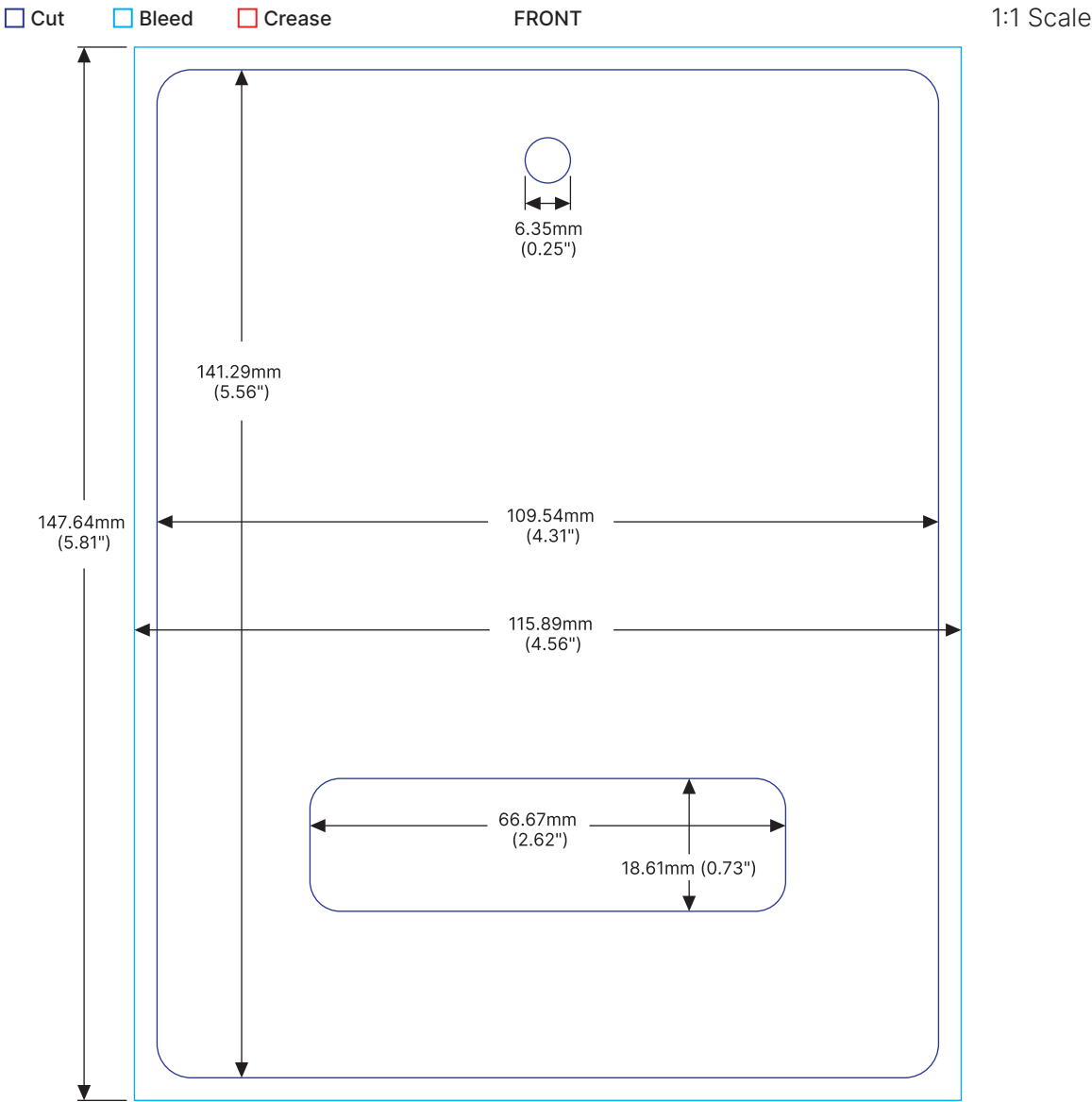
MK_000074_001

1UP Height: 139.73mm (5.5")
1UP Width: 107.95mm (4.25")

Finished Height: 133.35mm (5.25")
Finished Width: 101.6mm (4")

Outside View
0° Rotation





Retail Carrier: Hanger With Hole

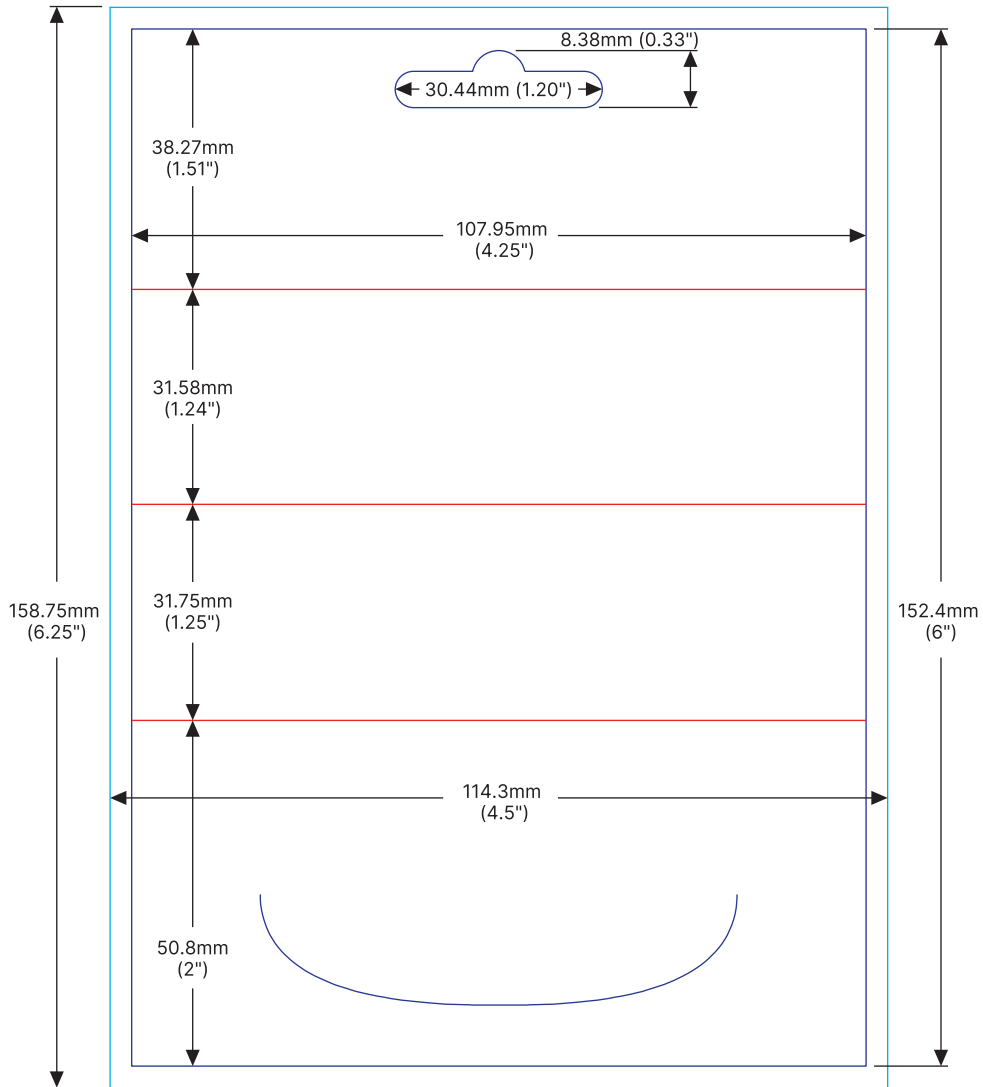
MK_000262_001

1UP Height: 147.64mm (5.81")	Finished Height: 141.29mm (5.56")	Outside View
1UP Width: 115.89mm (4.56")	Finished Width: 109.54mm (4.31")	0° Rotation

□ Cut □ Bleed □ Crease

FRONT

*90% Scale



Retail Carrier: Enclosed Hanger

MK_000115_001

1UP Height: 158.75mm (6.25")

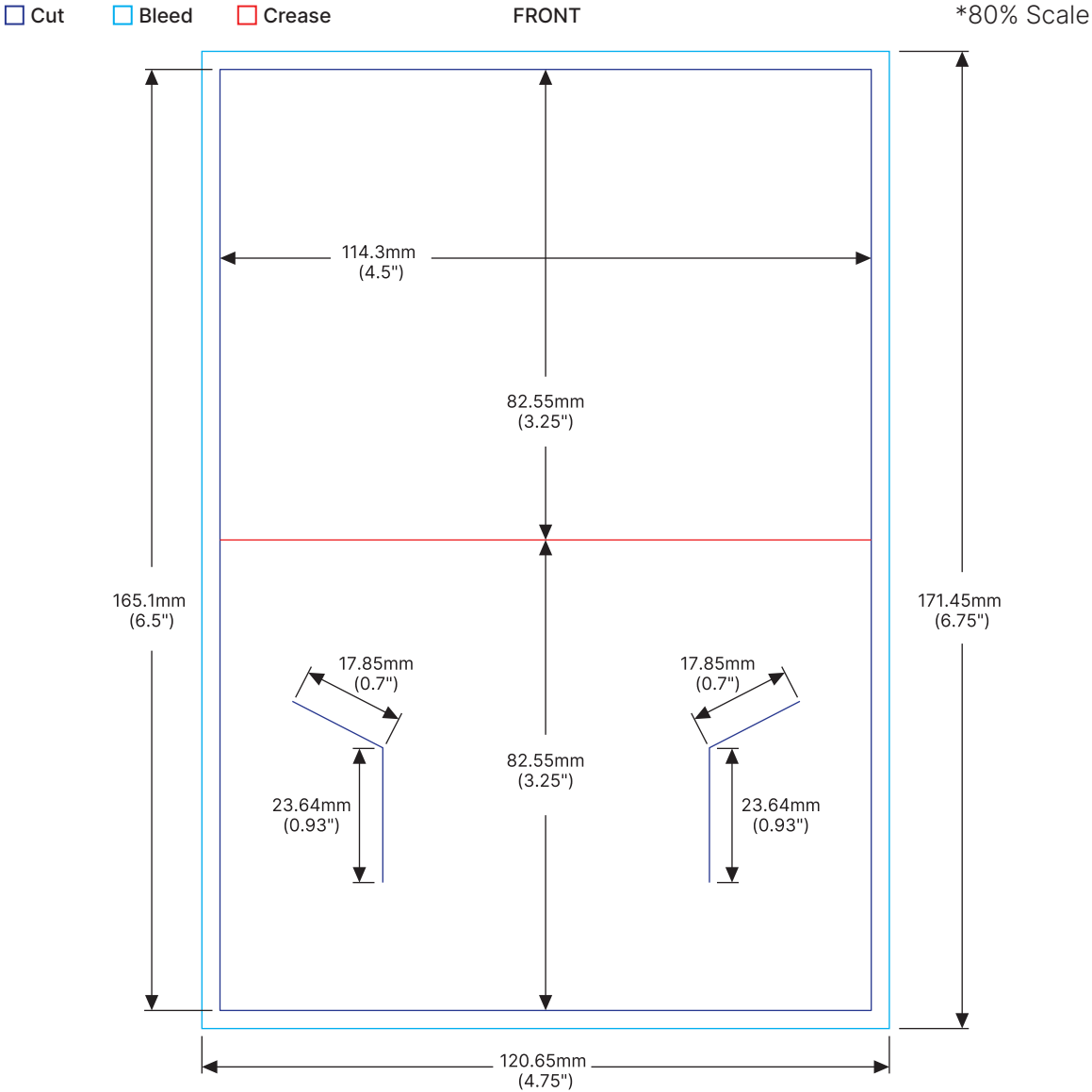
1UP Width: 114.3mm (4.5")

Finished Height: 152.4mm (6")

Finished Width: 107.95mm (4.25")

Outside View

0° Rotation



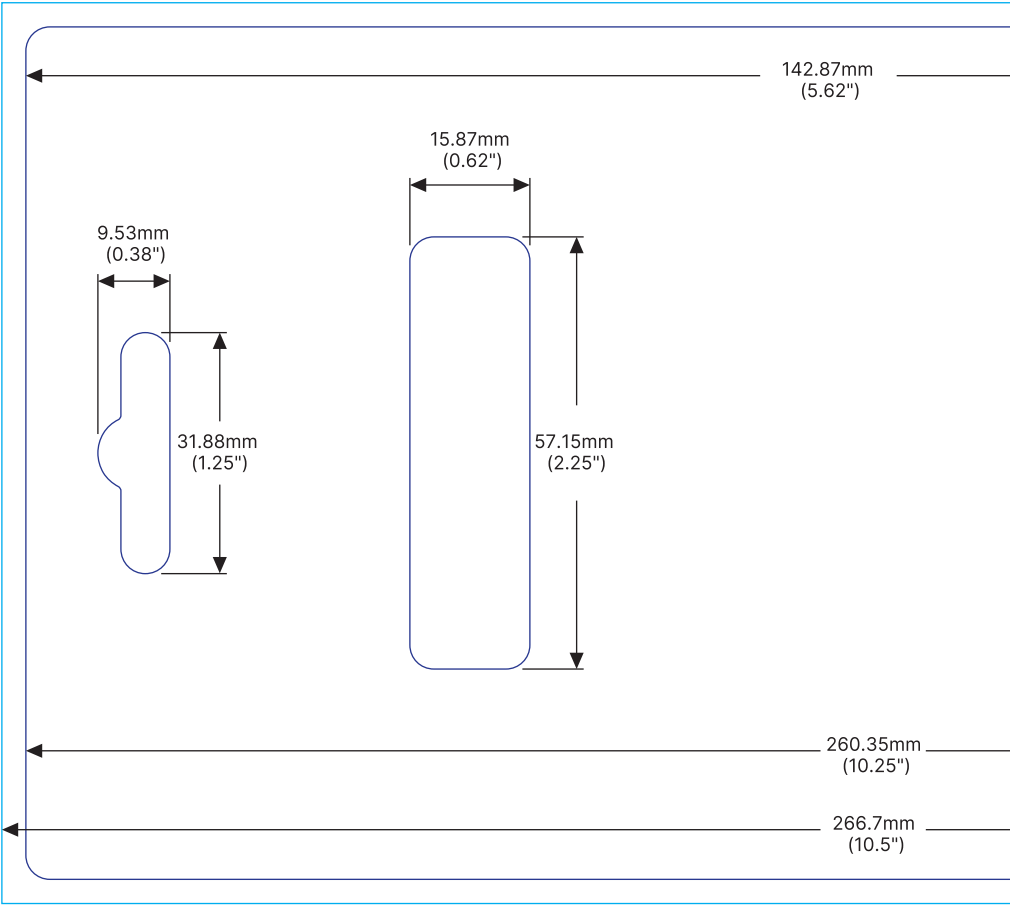
Retail Carrier: Holder Fold

MK_000258_001

1UP Height: 171.45mm (6.75")	Finished Height: 82.55mm (3.25")	Outside View
1UP Width: 120.65mm (4.75")	Finished Width: 114.3mm (4.5")	0° Rotation

□ Cut
□ Bleed
□ Crease

BACK



Retail Carrier: Non Secure Wrap

MK_000067_001

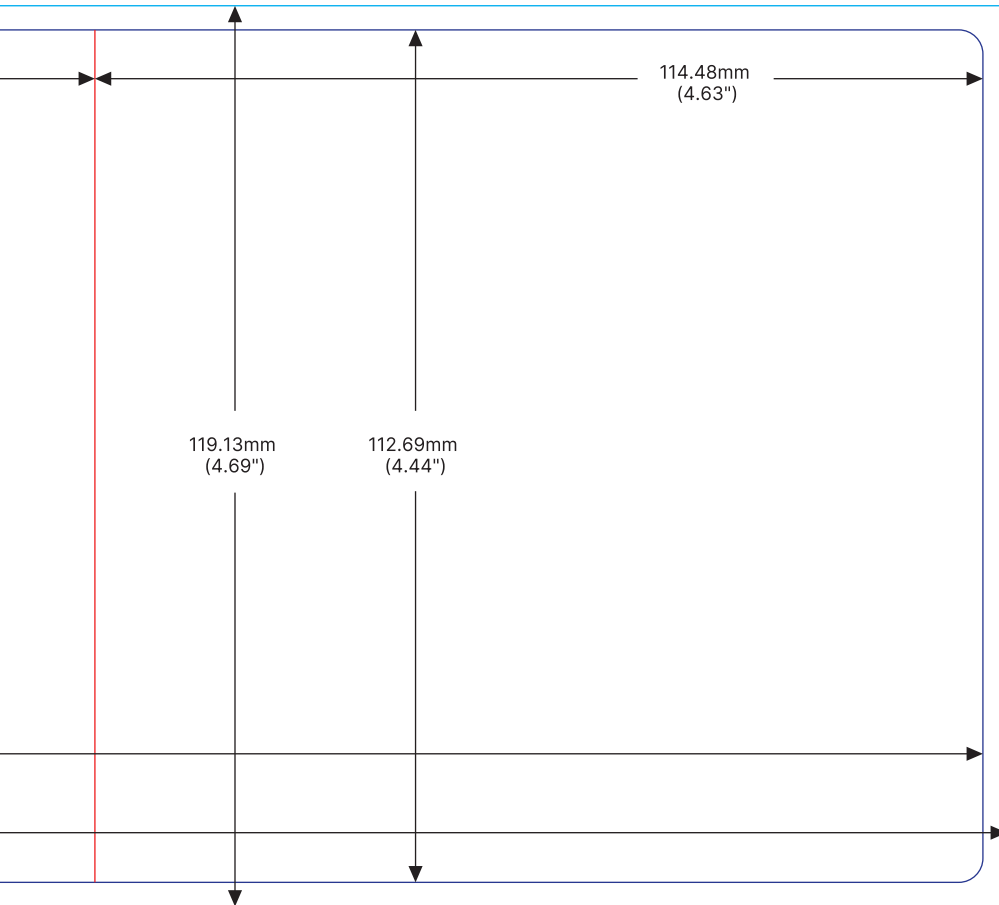
1UP Height: 266.7mm (10.5")
1UP Width: 119.13mm (4.69")

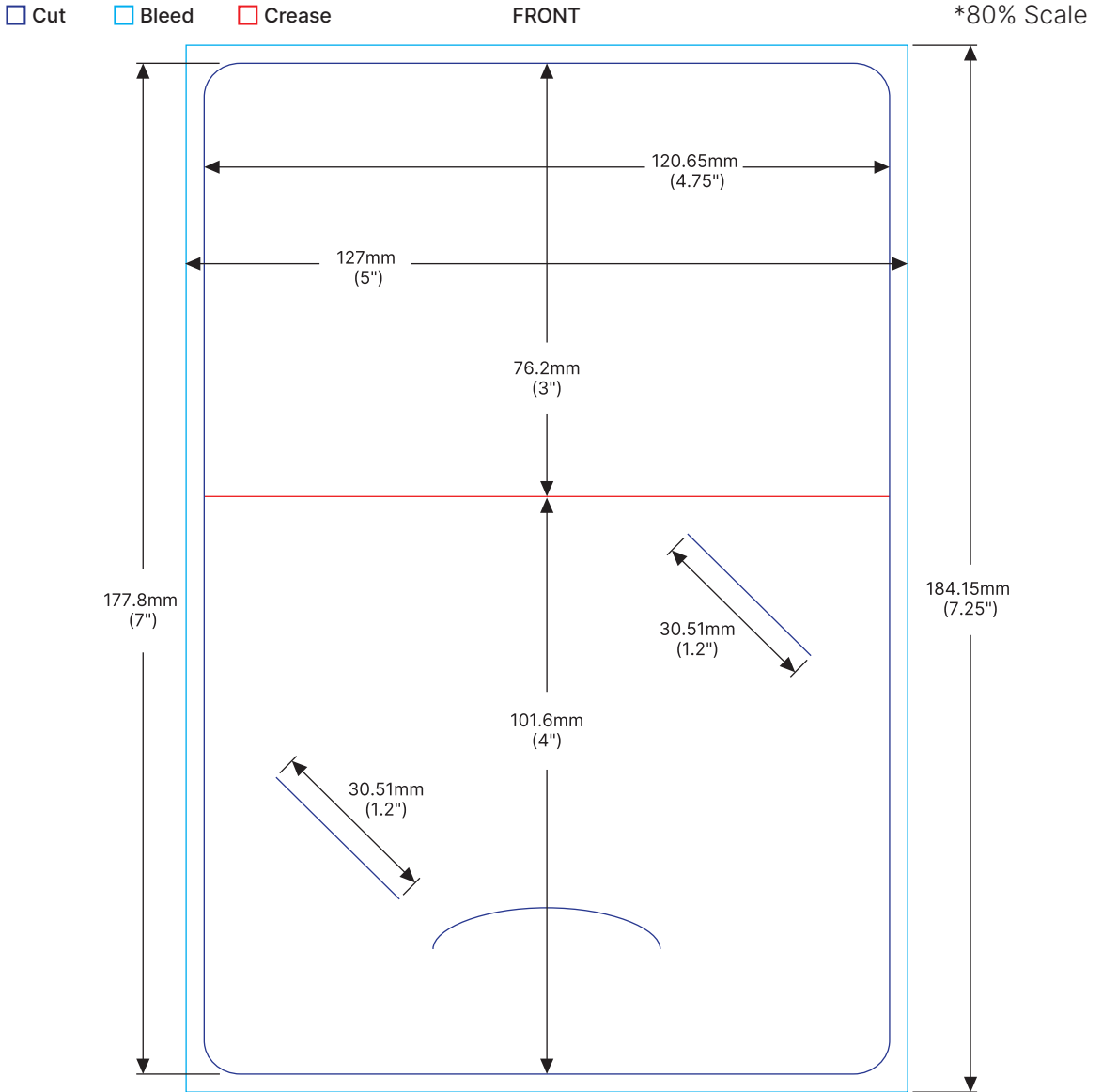
Finished Height: 142.87mm (5.62")
Finished Width: 112.69mm (4.44")

Outside View
 90° Rotation

FRONT

1:1 Scale





Retail Carrier: Holder Enclosed

MK_000238_001

1UP Height: 184.15mm (7.25")

1UP Width: 127mm (5")

Finished Height: 101.6mm (4")

Finished Width: 120.65mm (4.75")

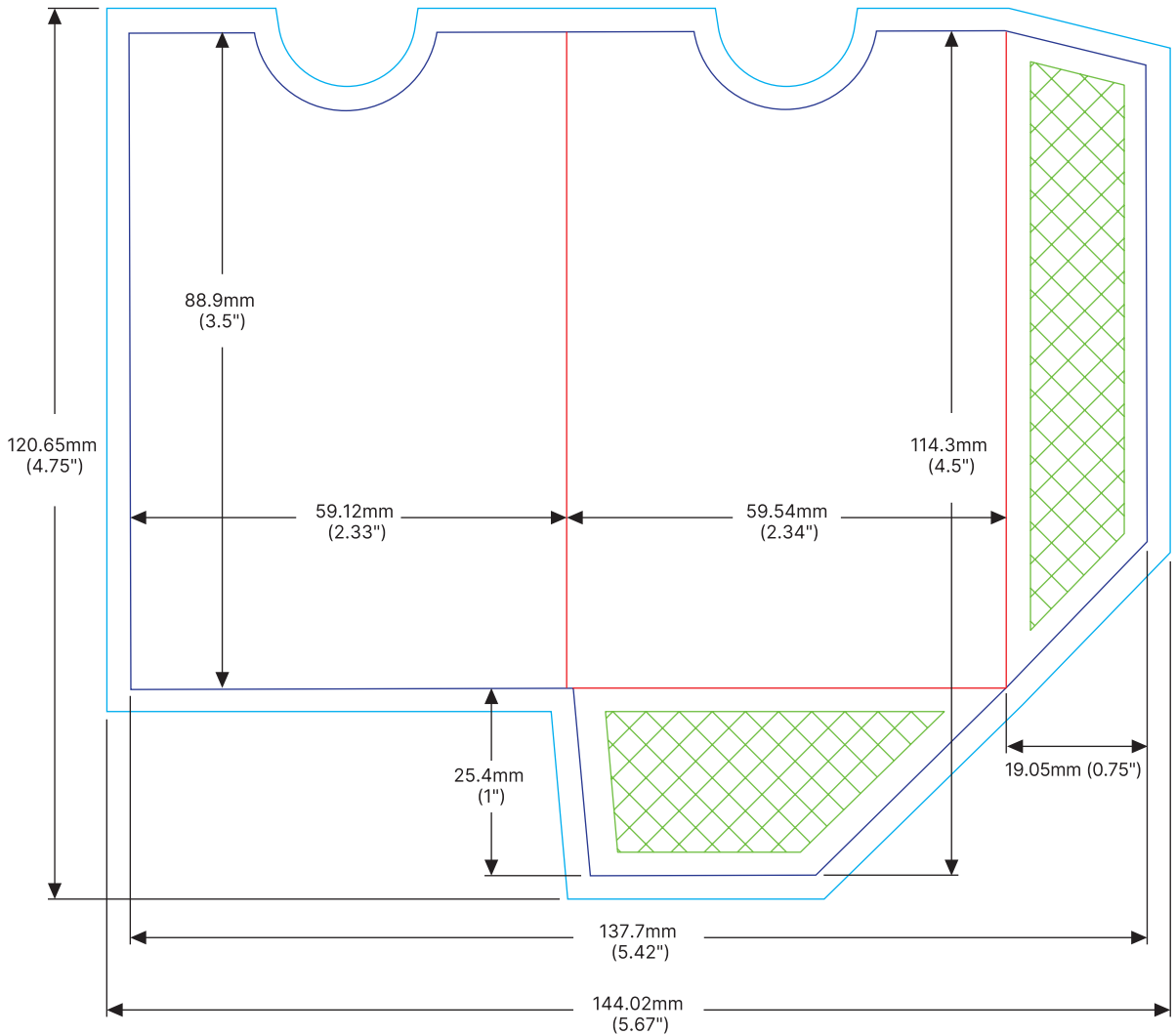
Outside View

0° Rotation

■ Cut ■ Bleed ■ Crease ■ Glue Area

FRONT

1:1 Scale



Retail Sleeve: CR-80

MK_000069_001

1UP Height: 120.65mm (4.75")

1UP Width: 144.02mm (5.67")

Finished Height: 88.9mm (3.5")

Finished Width: 59.54mm (2.34")

Outside View

0° Rotation



