



ARTWORK REQUIREMENTS

FILE SPECIFICATIONS

We require press-ready files in the following formats: Acrobat PDF (press-optimized), EPS, TIFF, QuarkXPress, InDesign, Illustrator, Photoshop. Minimum resolution for bitmap artwork is 300 dpi. If necessary, please include all supporting files (if necessary), with fonts embedded or converted to outlines. All files will be quality checked and preflighted. Film submissions, due to our fully digital workflow, will incur additional charges. Detailed file specifications are available upon request. If artwork does not meet specifications, the advertiser will be charged a 25% service fee, plus the cost of design. If the ad artwork is not of the proper dimensions, it will be adjusted to fit the space. Please keep in mind that if the submitted artwork differs proportionally, there could be some elements omitted.

COLORS

Moment is printed four-color process (CMYK) throughout, at 133-line screen on web offset presses. All artwork will be converted either to black (K) or four-color process (CMYK) for production. Please note that there can be dramatic shifts in color when spot-color or RGB images are converted.

SIZES

Trim size of Moment is 8.125" x 10.5"
Bleed size is 8.375" x 10.75"
Note: Keep live matter 0.25" inside trim.

SUBMITTING ARTWORK

Moment can accept files via FTP transmission. Please contact us for instructions. For physical shipments, please send artwork to:
Moment Magazine, 4115 Wisconsin Avenue, NW,
Suite 102, Washington, DC 20016.

COPY AND CONTRACT REGULATIONS

- ▶ Moment reserves the right to accept or reject any advertising copy.
- ▶ Order cancellations or changes may not be made by the advertiser or its agency after the closing date.
- ▶ Moment reserves the right to change rates without advance notice. Contracts in effect at the time of the rate change will be protected.
- ▶ Rates are determined by number of insertions contracted for and used during a twelve month period. Minimum rate holder is 1/6-page.
- ▶ Advertisers will be short-rated if within a 12-month period from the date of first insertion they do not use the number of issues upon which their billings have been based.
- ▶ Covers are non-cancelable 60 days prior to closing dates.
- ▶ All position instructions on orders are considered requests only, unless position charge is added.
- ▶ Publisher shall not be liable for errors in key numbers.
- ▶ Moment reserves the right to decline or reject any advertising for any reason at any time without liability, even though previously acknowledged or accepted.
- ▶ Moment shall not be liable for any costs or damages, if for any reason it fails to publish an advertisement.