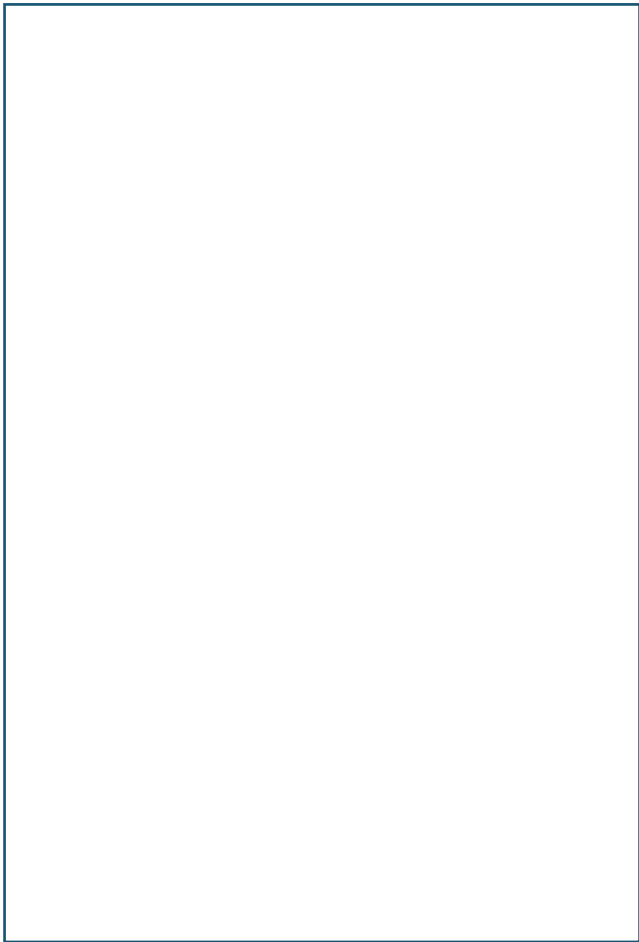
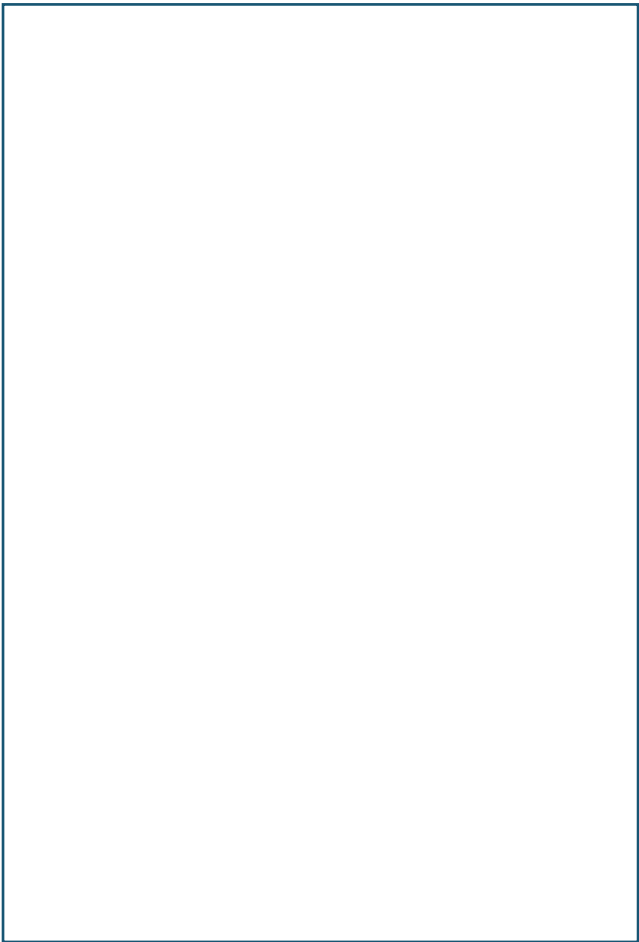




FRONT



BACK



	Product Size	Artwork Size
☐ Option 1	2.12"x3.38" / 54x86 mm	2.24"x3.48" / 57x88.5 mm
☐ Option 2	2.75"x3.94" / 70x100 mm	2.91"x4.09" / 74x104 mm
☐ Option 3	3.15"x4.72" / 80x120 mm	3.31"x4.88" / 84x124 mm
☐ Option 4	3.94"x5.51" / 100x140 mm	4.09"x5.67" / 104x144 mm
☐ Option 5	3.54"x5.12" / 90x130 mm	3.70"x5.27" / 94x134 mm

1. Please provide your artwork in required size. For example, if you select 2.12"x3.38"/54x86 mm card, please provide artwork in 2.24"x3.48"/57x88.5 mm. If your artwork is bigger, the additional part will be trimmed.
2. We prefer artwork in vector format such as pdf, eps, ai, cdr file, or high resolution jpg, png, psd file, in CMYK color.
3. If you want different employee names and photos on each card, please provide a template file and send us an excel file with name lists, department, etc. The required photo size is 0.98"x1.38"/25x35 mm and should be titled with individual name.